

"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse
839 10th Avenue
Menominee, Michigan 49858*

*Brian R. Bousley - County Administrator
Sherry DuPont - Administrative Assistant
Telephone: (906) 863-7779 or 863-9648
Fax: (906) 863-8839*

The Menominee County Board of Commissioners
will meet on Tuesday ~ September 13, 2016 @ 6:00 p.m. CDT
at the Menominee County Courthouse ~ Courtroom B
839 10th Ave., Menominee, MI 49858

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
 - August 23, 2016 – 2016/17 Budget Public Input Mtg. & County Board Mtg.
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*)
- H. Department Head/Elected Officials Reports (*limited to ten minutes*)
- I. Action Items
 - 1. Moved by _____ seconded by _____ to approve payment in the amount of \$20,950.91 to be paid to the Menominee County Road Commission for work done within the 3-way road project for Meyer Township. (Invoice #3WFP-014).
 - 2. Moved by _____ seconded by _____ to approve the DMG recommendation from MGT to increase the Deputy County Clerk-Circuit/Family Ct. position to a pay grade 9 and to approve the new Job description (duties) to accommodate that increase. Increase to take effect on October 1, 2016.
 - 3. Moved by _____ seconded by _____ to approve a vestibule tour and discussion; meeting will continue for a brief time in the courthouse vestibule to discuss placement of security equipment (X-Ray machine placement, metal detector placement, security officer placement, etc.)
 - 4. Moved by _____ seconded by _____ to approve purchase of a Checkpoint X-Ray System for the entrance of the Courthouse. Cost

*Bernie Lang Charlie Meintz - Chairperson Larry Schei - Vice Chairperson James Furlong
Raymond Williams John Nelson William Cech Gerald Piche Jan Hafeman*

of the system, setup and training is \$25,600. Grants will be pursued to cover a majority of the cost of this system.

5. Moved by _____ seconded by _____ to approve a bid by _____ in the amount of _____ for the Jail Security Fence Project. Funds to be disbursed from account 101-103-998.06 (Jail Emerg. Exit & Security Fence)
6. Moved by _____ seconded by _____ to approve miscellaneous bills as paid on Aug. 11, 2016 in the amount of \$221,730.76.
7. Moved by _____ seconded by _____ to approve commissioner per diems and expenses as recently submitted.
8. Moved by _____ seconded by _____ to approve miscellaneous boards/committees/commission reports be placed on file in the office of the County Clerk.

J. New Business (discussion only)

1. Personnel Items:
 - a. County Administrator Resignation
2. Building and Grounds/Park Items:
 - a. Courthouse Security Committee
 - b. M.C. Courthouse Building Security Policy and Procedures
3. Miscellaneous Items:
 - a. Six County Employment Alliance ~ Opposition to New EPA Regulations Resolution
4. Finance Items
 - a. Commissioner Per Diems and expenses
 - b. Miscellaneous bills as paid on August 25, 26 & 31 and Sept. 7 & 8, 2016 in the combined amount of \$340,804.93.

K. Misc. Boards/Committees/Commissions Reports

L. Public Comment (*limited to 5 minutes*)

M. Commissioner Comment

N. Adjourn

August 23, 2016
Unapproved

Proceedings of a Public Input Meeting for the 2016-2017 County Budget for the County of Menominee and the State of Michigan were held at the Menominee County Annex, (MSU Extension Bldg.) S904 US HWY 41, Stephenson, Michigan 49887.

Vice-Chairman Schei called the meeting to order at 5:45 P.M., followed by the Pledge of Allegiance.

A call of the roll indicated that the following Commissioners were present/absent:

Present: Coms. Cech, Hafeman, Lang, Meintz, Piche, Schei, and Williams.

Absent/Excused: Coms. Furlong, and Nelson.

Moved by Com. Hafeman, seconded by Com. Williams to approve the agenda. Motion was approved 7-0.

BUSINESS:

- 1) Public Input for the 2016/2017 County Budget as changed per discussion at the July 26, 2016 Public Input Session and Finance Committee Meeting on 8.12.16 (Draft 2): No Public Input.
 - a) Charlene Peterson commended the Board and the County on its efforts in preparing the budget.

ADJOURN:

Move by Com. Hafeman, seconded by Com. Williams to adjourn at 5:48p.m. Motion was approved 7-0.

Chairman Meintz

Tom Faller Chief Deputy, County Clerk

August 23, 2016
Unapproved

Proceedings of Regular Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held at the Menominee County Annex, (MSU Extension Bldg.) S904 US HWY 41, Stephenson, Michigan 49887.

Chairman Meintz called the meeting to order at 6:00 P.M., followed by the Pledge of Allegiance.

A call of the roll indicated that the following Commissioners were present/absent:

Present: Coms. Cech, Hafeman, Lang, Meintz, Piche, Schei, and Williams.

Absent/Excused: Coms. Furlong, Nelson

Moved by Com. Hafeman, seconded by Com. Cech to approve the agenda. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Williams to approve the minutes from the August 09, 2016 County Board Meeting. Motion was approved 7-0.

PUBLIC COMMENT:
NONE

PRESENTATIONS:
NONE

DEPARTMENT HEAD/ELECTED OFFICIALS REPORTS:

Paul Putnam (MSU Extension District 1 Coordinator) introduced Monica Jean (Delta County Extension Educator, Ag Educator). Ms. Jean will be working with Katelyn Thompson (Extension Educator, Farm Business) and Kristin Havelka (Extension 4-H Program Coordinator. Mr. Putnam also commented on the successes of the MSU presentations at the Menominee County and UP State fairs. Ms. Jean addressed the board as to her background and program expectations.

Adm. Bousley reported that the food service provider contract with the Menominee Sheriff's Department has expired and starting Monday 08/29/2016 the Sheriff Department food service will be prepared in house. Further Adm. Bousley updates the board as to the county owned vehicles.

ACTION ITEMS:

Moved by Com. Hafeman, seconded by Com. Cech to approve MAC – County Dues in the amount of \$5,543.46 to be paid from account #101-103-802.00 (Memberships/subscriptions). Motion was approved 7-0.

Moved by Com. Schei, seconded by Com. Hafeman to approve the 2015/16 Budget Amendment #6 (45 & 46).

45. Anonymous Donation – Library - \$1,000

46. Parking Lot Construction—approved over budgeted amount-\$9,200. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Williams to approve one additional part time employee (Caseworker) in the Friend of the Court office for the 2016-17 fiscal year budget. Cost of this employee to be shared by using the general fund and the FOC 215 fund. Motion was approved 7-0.

Moved by Com. Schei, seconded by Com. Williams to approve purchase of a Checkpoint X-Ray System for the entrance of the Courthouse. Cost of the system, setup and training is \$25,600. Grants will be pursued to cover a majority of the cost of this system.

Com. Hafeman asked as to the physical location of the system in the vestibule space. Adm. Bousley advised that he'd conduct a tour of the addition with the board at the next board meeting. Com. Lang questioned the recurring expense as to annual maintenance service agreement and questioned the amount paid by the county. Adm. Bousley advised that the majority of the expense of the system will be provided by grants and that the maintenance agreement was an option after the 1 year warranty. The board further discussed the expansion of the vestibule project to include the concept of single point of entry and if the same was approved by the board. Adm. Bousley advised that the costs of staffing the entry with security personnel was previously budgeted. Com Meintz indicated that he was not supportive of the X-Ray system because it isn't clear as to the operation, staffing, and or the costs/expenses. Com. Schei stated that he would withdraw his motion in favor of tabling the motion.

Moved by Com. Meintz, seconded by Com. Lang to Table Com. Schei's Motion. Motion to Table was approved 6-1 (Com. Williams voting against).

Moved by Com. Schei, seconded by Com. Williams to approve a bid by Pella Windows & Doors of WI (Green Bay, WI) in the amount of \$286,970.00 for Window replacements in the entire Courthouse. Funds to be disbursed from account 101-103-998.10 (CH Window Replacement). Motion was approved 7-0.

Moved by Com. Williams, seconded by Com. Cech to approve miscellaneous bills as paid on July 27-28 and August. 2, 2016 in the combined amount of \$156,936.16. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Williams to approve commissioner per diems and expenses as recently submitted. Motion was approved 7-0.

Moved by Com. Piche, seconded by Com. Cech to place miscellaneous boards / committees / commission reports on file in the office of the County Clerk. Motion approved 7-0.

NEW BUSINESS (DISCUSSION ONLY)

PERSONNEL ITEMS:

- a. None.

BUILDING AND GROUNDS/PARKS ITEMS:

- a. Parks Committee Vacancy – Adm. Bousley advised that there is vacancy do to the passing of Ruby Ivens. It will be advertised to complete the term.

MISCELLANEOUS ITEMS:

- a. None.

FINANCE ITEMS:

- a. MSU Extension Annual Work Plan – Paul Putnam requested a 1% increase in the MSU’s funding (an increase of \$710) which would bring the 2017 MOA at \$71689. The completed MOA is not prepared as of this time but will be similar to prior request with an annual renewal. Forwarded to the County Board for Approval as Recommended.
- b. M.C. Road Commission – 3-way funding for Meyer Twp. Forwarded to the County Board for Approval as Recommended.
- c. Commissioner Per Diems and expenses. Forwarded to the County Board for Approval as Recommended.
- d. Miscellaneous bills as paid on August 11, 2016 in the amount of \$221,730.76. Forwarded to the County Board for Approval as Recommended.

MISC. BOARDS/COMMITTEES/COMMISSIONS REPORTS:

- a. No questions/comments. Forwarded to the County Board for Approval as Recommended.

PUBLIC COMMENT:

Paul Putnam introduced Mr. Ron Kraft, the Superintendent for the Stephenson Area Public School System.

Kristin Havelka – MSU Extension - 4-H Program Coordinator updated the board on 4H activities since her last presentation of June 15th. It has been a very busy summer including fairs, parades, picnics, and group meetings. The program year ends August 31st and there are currently 159 youth enrolled in the program

Katelyn Thompson - MSU Extension Educator, Farm Business Management presented an Ag update and an update on the “Young Farmers Ag for Tomorrow” program.

COMMISSIONER COMMENT:

Com. Cech – commented on Com. Lang concerns re speed limit adjustments and procedures for revisions and his attempts to have a speed limit reduction and the frustration with the protocol.

Com. Lang – Advised the board as to phone calls he’d received pertaining to boat launch and park permits, county road speed limits, and from an individual who has a concealed carry permit and was wondering why the court house doesn’t have a lock box to allow for individuals to lock their weapon.

Com. Meintz – commented on the fair and the good experience and expressed his thanks to all those that participated. Com. Meintz believes we should be very happy with all that is happening in Menominee County and with 4H.

Com. Piche – commented on the attendance and positive atmosphere at the U.P. State Fair. The good job and presence of MSU Extension and the good job being done by Stephanie Bruno MSU Extension - Program Instructor/SNAP-Ed

Com. Williams – Commented as to the discussion regarding the X-Ray scanner, specifically the costs and maintenance. Com. Williams feels that the costs to the county would potentially be greater if an item is brought into the court house that should have been detected.

Moved by Com. Williams, seconded by Com. Hafeman to adjourn at 6:53 p.m. Motion was approved 7-0.

Charlie Meintz, Chairman

Tom Faller Chief Deputy, County Clerk

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	M.C. Road Commission – 3 Way Road Project invoice – Meyer Twp.
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Road commission sent an invoice for the final project within the 3 way road program. Invoice #3WFP-014 in the amount of \$20,950.91 for work done within Meyer Township to be paid to the Road Commission.</p>	
RECOMMENDED MOTION	
<p>To approve payment in the amount of \$20,950.91 to be paid to the Menominee County Road Commission for work done within the 3-way road project for Meyer Township. (Invoice #3WFP-014).</p>	

Submitted by: **Brian Bousley**

 09/09/2016
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

Menominee County Road Commission

P.O. Box 527

Stephenson MI 49887

Phone (906) 753-6914

Fax (906) 753-4319

INVOICE

08/11/16

Invoice #: 3WFP-014

To: Menominee County Board

Attn: Brian Bousley, County Administrator

839 10th Avenue

Menominee, MI 49858

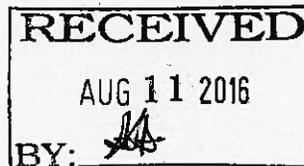
DESCRIPTION	AMOUNT
Meyer Township Project: Reconstruct W. 3rd Street from US 2 to Park Ave, Hermansville (Total project cost \$61,147.74)	20,950.91
TOTAL DUE	\$20,950.91

Please Remit Payment To:

Menominee County Road Commission

P.O. Box 527

Stephenson, MI 49887



**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Deputy County Clerk - Family/Circuit Ct.– DMG Recommendation
DEPARTMENT:	Personnel Committee
ATTACHMENTS:	Yes
SUMMARY:	
<p>Personnel Committee met in March and agreed to allow the County Clerk to request a DMG Study be done on the Deputy County Clerk – Family/Circuit Ct. position within his office, which has had duties added since 2000. We now have the DMG recommendation from MGT. Board to approve the DMG and Job description.</p>	
RECOMMENDED MOTION	
<p>To approve the DMG recommendation from MGT to increase the Deputy County Clerk-Circuit/Family Ct. position to a pay grade 9 and to approve the new Job description to accommodate that increase. Increase to take effect on October 1, 2016.</p>	

Submitted by: **Brian Bousley**

 09/09/2016
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

MGT of America
Bay City Office
2343 Delta Road
Bay City, MI 48706
p: (989) 316-2220
f: (989) 316-2443
www.mgtofamerica.com



August 29, 2016

Mr. Brian Bousley
County Administrator
Menominee County
839 10th Avenue
Menominee, Michigan 49858

**Subject: CLASSIFICATION REQUEST – DEPUTY CIRCUIT COURT CLERK – 41st
CIRCUIT COURT**

Dear Mr. Bousley:

MGT of America, Inc. (MGT) has completed its analysis of the position in the County Clerk's Department that the County requested we evaluate. This letter serves as the summary of our findings and recommendations. We evaluated the **Deputy Circuit Court Clerk** position as defined in the Comprehensive Position Questionnaire provided to MGT in May 2016, plus additional email correspondence from the Court to clarify the initial information.

Our methodology included reviewing the documentation on proposed job duties, minimum qualifications, and required job knowledge, skills and abilities provided by the employees in their position questionnaires. We reviewed the job evaluation analysis of this job in the Archer Matrix Point Factor Job Evaluation System. We also compared this position's duties, responsibilities, training, education, and work experience requirements to those of the **Register of Probate/Juvenile Court Recorder** and the **Legal Secretary**. In our professional opinion, the **Deputy Circuit Court Clerk** position information (CPQ) indicates that the position's duties, responsibilities, minimum experience, and educational requirements have changed enough to warrant a higher pay grade recommendation.

The findings and classification recommendation for this position is:

DEPARTMENT: COUNTY CLERK
DIVISION: CIRCUIT COURT
POSITION: Deputy Circuit Court Clerk

MGT analyzed the existing position, **Deputy Circuit Court Clerk** in the County Clerk's Department and determined the proper pay grade placement. The duties, responsibilities, minimum qualifications, and physical and mental requirements assigned to this position have resulted in a recommended Pay Grade 9 based upon our objective analysis comparing the duties and responsibilities in the original job study placement to the information provided in the new CPQ.

Mr. Brian Bousley, County Administrator
August 28, 2016
Page 2

CLASSIFICATION RECOMMENDATION:

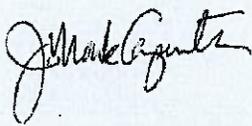
Title _____ **Pay Grade**

Deputy Circuit Court Clerk

9

Please let me know if you have any questions or concerns about this recommendations. You can contact me at (214) 770-7153. Thank you again for letting MGT assist you in maintaining your pay plan.

Sincerely,



J. Mark Carpenter, Director
MGT of America, Inc.

Menominee County, Michigan Position Description

Title: Deputy County Clerk—
Circuit/Family Court

Department: Clerk/Register

Date: Proposed 09/2016

Purpose of Position

The purpose of this position is to receive, process, and prepare legal documents and court monies for the Circuit and Family Court, prepare related reports, and perform legal secretarial support functions for Circuit and Family Court. The work is performed under the direction of the County Clerk/Register of Deeds.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Acts as Clerk for Circuit/Family Court Judges; creates and maintains civil and criminal case files and documentation; maintains databases and spreadsheets as necessary; maintains court files; answers phone calls and questions regarding court procedures and schedules; screens and processes pleadings in the appropriate manner.
- Interacts with and assists attorneys, court staff, law enforcement personnel, media representatives, plaintiffs and defendants. Provides information and interpretation to the public relative to public court proceedings. Coordinates and schedules conferences, court hearings, and jury trials; and assists with court scheduling with all three courts.
- Prepares legal documents, correspondence, and reports. Prepares files and documents for criminal and civil proceedings, and jury trials (such as summons and complaint, notices of hearings, orders, juror summon and roll call, jury instructions, verdict forms, felony judgments of sentence, and such other correspondence and reports as directed by the Circuit Court Judges and/or County Clerk/Register of Deeds). Entry of felon sentencings, transmittals, and abstracts in computerized system, and transmits information to the Secretary of State.
- Administers oath to witnesses, prospective jurors, jurors and bailiff.
- Prepares and generates the Circuit Court calendar and coordinates court scheduling with all three courts.
- Prepares daily and monthly court reports, orders, and forms as needed by court, Judges, and State Court Administrative Office.
- Enters civil and criminal data and information into computerized system as necessary.

- Acts as backup Court Recorder for Circuit Court and for visiting judges; records court proceedings, operates and maintains recording equipment and prepares transcripts; maintains log of recorded hearings; acts as back-up recorder for circuit court hearings. Position requires Michigan Electronic Court Recorder's Association certification.
- Receipt of Concealed Pistol License (CPL) applications, entry of applicant information into State Police portal for criminal records search and approval and notification of applicant of application status.
- Assists customers and other departments in opening court files; assists customers with personal protection orders; provides forms and assists in completing applications.
- Assists customers with vital records, certified copies, DD214s, Doing Business As (DBAs), and CPL applications; prepares letters for applicants.
- Receives and receipts monies; balances restitution and other court monies with Treasurer's report; prepares reports for restitution payouts.
- Attends training conferences and seminars.
- Performs other related functions as assigned or required.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's Degree in Legal Assistant or equivalent with vocational/technical training in business or legal office procedures with a minimum three years of related legal assistant/secretary experience or any combination of education and experience that provides equivalent knowledge, skills and abilities. Position also requires certification in Michigan Electronic Court Recorder's Association within 1 year of hire.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Requires the ability to persuade, convince, influence, train and monitor, in favor of a desired outcome. Requires the ability to act as a lead person.
- Requires the ability to utilize a variety of reference, descriptive and/or advisory data and information such as legal documents, court filings, applications, abstracts, judgments, reports, licenses, transmittals, manuals, procedures, guidelines and non-routine correspondence.
- Requires the ability to communicate orally and in writing with the County Clerk, Circuit/Family Court Judges, all department personnel, other departments, Secretary of State personnel, district court staff, customers and the public.

Mathematical Ability

- Requires the ability to perform addition, subtraction, multiplication and division; calculate percentages and decimals; may require the ability to perform mathematical operations with fractions.

Physical Requirements

- Requires the ability to operate, calibrate, tune and synchronize, and perform complex rapid adjustment on equipment, machinery and tools such as a computer and other office machines and/or related materials used in performing essential functions.
- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as rapid keyboard use.
- Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling of objects weighing five to ten pounds.
- Requires the ability to recognize and identify similarities or differences between characteristics of colors, shapes and sounds associated with job-related objects, materials and tasks.

Environmental Adaptability

- Ability to work under generally safe and comfortable conditions where exposure to environmental factors such as violence may cause discomfort and poses a limited risk of injury.

Menominee County, Michigan is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee's Signature

Supervisor's Signature

Date

Date

THE CIRCUIT COURT
FOR
THE FORTY-FIRST JUDICIAL CIRCUIT
MICHIGAN
COUNTIES OF DICKINSON - IRON - MENOMINEE

Circuit Judge
MARY B. BARGLIND

P.O. Box 609
Dickinson County Courthouse
Iron Mountain, MI 49801



Circuit Judge
RICHARD J. CELELLO

Phone (906) 774-2266
Fax (906) 779-0587

Menominee County Finance Committee
Menominee County Courthouse
Menominee, MI 49855

September 6, 2016

RE: Deputy County Clerk-Circuit/Family Court

I am writing on behalf of Judge Celello and myself to request a modification in the job description as well as a increase from a pay level 07 to a pay level 09. The reasons these changes are appropriate from the viewpoint of the judges are voluminous.

I have observed over the 18 years that I have been Circuit Court Judge for Menominee County that the responsibilities placed upon the Deputy County Clerk have increased immensely. I would estimate the reports required to be filed by the state have at least tripled. Much of what the state requests reports on is statistical information on the cases filed, how long they have been pending, how they resolved, and the list goes on and on. This information has to be accurately imputed into the computer in order for the required reports to be accurate. The Judges and the State rely on the accuracy of this information. Everything that is done in court and everything that is filed in a case has to be properly recorded and imported into the JIS (Judicial Information System).

In addition, I have reviewed the updated job description proposed and it is very accurate as to the duties of the Deputy County Clerk. I find it difficult to put into words how very important and complex the job of the Deputy County Clerk has become. It is mandatory that they understand not only how to file pleadings, but also what those pleadings mean in the legal sense. Each type of case and each type of motion invokes a different set of rules that apply to what happens next. The Deputy County Clerk must know this and respond accordingly. The Court's rely on this, the public relies on this, the State relies on this. It is something that has to be taught on the job. There is no previous job that can train a person for this position.

Furthermore, there are legal documents, correspondence and reports that are required to be prepared by the Deputy County Clerk. This requires an in depth understanding of legal matters and an ability to communicate the status of a case to an attorney, party or state

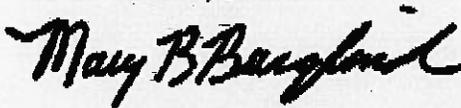
agency with clarity and precision. These pleadings, letters and reports are not dictated by a Judge or attorney, but rather are prepared and written by the Deputy Clerk.

Frankly, the failure to increase the pay grade for this position has resulted in the loss of valuable employees in the past and it will again. This loss causes great expense and disruptions for the Courts and the public. The cases do not stop or slow down because we have a new employee to train. There is a great amount of time spent training the new employee which is difficult for all involved and takes away from their other duties.

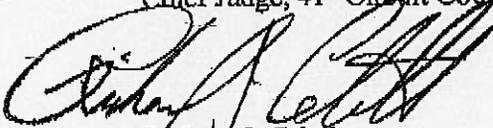
Judge Celeslo and I are extremely pleased with the staff we now have from the Clerk's Office. Mr. Faller and the new Deputy County Clerk, Dawn Brazeau, are fantastic employees. They accommodate the Judges (all three of them) and work with their staff to keep the calendars accurate and move the cases along appropriately. Most importantly, they are courteous and professional to all who come into the Clerk's Office and the Courtroom. I have witnessed countless occasions when very difficult individuals have been rude, disruptive and disrespectful to the staff. Despite this, they are treated fairly, courteously and professionally by the Clerk's staff.

We respectfully request that you consider increasing the pay grade and modifying the job description to more accurately reflect the duties of the Deputy County Clerk for the Circuit and Family Court and to get the pay more in line with the duties and responsibilities of that office. I would be happy to answer any questions you might have regarding this matter.

Sincerely yours,



Mary B. Barglind
Chief Judge, 41st Circuit Court



Richard J. Celeslo
41st Circuit Court Judge

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Checkpoint X-Ray System
DEPARTMENT:	Finance Committee
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Finance Committee met to discuss a letter from the Judges in ref. to the Checkpoint X-Ray System. The Judges are requesting this machine be purchased and placed in the secure entry into the courthouse (once the vestibule is finished). The Finance committee is not in opposition, but would like to see some kind of maintenance agreement to keep this expensive machine working properly. It's important that the county look for grants for funding this machine. Cost is \$25,600 for the machine/delivery/setup/training. After talking to the Security detection people, a maintenance agreement will cost approx.. \$4,000/yr.</p>	
RECOMMENDED MOTION	
<p>To approve purchase of a Checkpoint X-Ray System for the entrance of the Courthouse. Cost of the system, setup and training is \$25,600. Grants will be pursued to cover a majority of the cost of this system</p>	

Submitted by: **Brian Bousley**

 09/09/2016
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

THE CIRCUIT COURT
FOR
THE FORTY-FIRST JUDICIAL CIRCUIT
MICHIGAN
COUNTIES OF DICKINSON - IRON - MENOMINEE

Circuit Judge
MARY B. BARGLIND

P.O. Box 609
Dickinson County Courthouse
Iron Mountain, MI 49801



Circuit Judge
RICHARD J. CELELLO

Phone (906) 774-2266
Fax (906) 779-0587

August 8, 2016

Menominee County Board of Commissioners
839 Tenth Avenue
Menominee, MI 49858

Re: Courthouse Security; Checkpoint X-Ray System

Dear County Board Members:

You are to be commended for your decision to upgrade the entrance and security at the Menominee County Courthouse facility. The foresight and commitment exhibited by the Board with this decision speaks volumes and will no doubt prevent a serious injury or death. I expect the improvements to set a high standard that hopefully other Boards in the Upper Peninsula and entire State of Michigan will follow.

The Board has already approved the use of a metal detector along with staffing to operate it at the upgraded courthouse entrance. This is a tremendous improvement. I am informed, however, that the Board has turned down a request for a Checkpoint X-Ray System for purses, briefcases, etc. Sheriff Marks advises this purchase will be reimbursed with grants. The system will not, therefore, cost the County of Menominee any additional monies.

I understand the concern with being too intrusive. It is always a very delicate balancing act between protection and privacy and judging exactly where the line should be drawn. It is our humble opinion that use of the Checkpoint X-Ray System does not overstep this line. It is not an x-ray of the person or any part of the person. It would prevent the contents of ones purse, briefcase or bag from being emptied and inspected, which appears much more intrusive. To ask attorneys, employees and the public to either allow their bag to be inspected manually or leave it outside is impractical, inconvenient and unnecessary.

Page 2
August 8, 2016

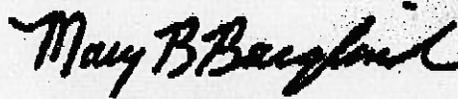
We jointly request that you reconsider your decision and agree to bring top notch security to the people of Menominee County.

Thank you for your consideration.

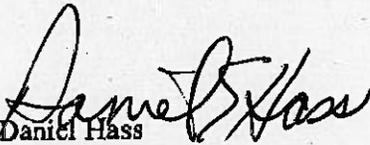


Richard J. Ceello
41st Circuit Court Judge

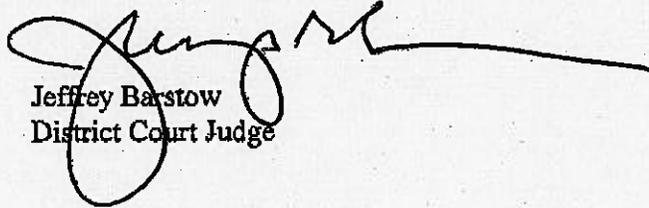
Sincerely yours,



Mary B. Barglund
Chief Judge, 41st Circuit Court



Daniel Hass
Probate Court Judge



Jeffrey Barstow
District Court Judge

cc: Mr. Brian Bousley, Menominee County Administrator
Sheriff Kenny Marks

MBB/mer



Event Metal Detectors, LLC
 Security Detection, Central Division
 6626 Monroe Street
 Sylvania, OH 43560
 1-888-886-2318 Intl. 1-419-824-9842

Quotation

Date	Quote #
10/2/15	2433

Name / Address
Menominee County Courthouse Mike Holmes Menominee, MI 49858

Ship To
Menominee County Courthouse Mike Holmes Menominee, MI 49858

Terms	Rep	Note

Item	Description	Qty	Rate	Total
1000-PS64C-00 Delivery	L3 PS64C X-ray Machine Delivery, Setup & Training	1	22,500.00	22,500.00
		1	3,100.00	3,100.00

*ME - Supreme Ct. grant
 - Risk Mgmt. grant } to be reimb.
 after purchase -*

Total			\$25,600.00
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MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Jail Security Fence
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Administration asked for bids for the Jail Security Fence Project. Bid recap form is enclosed.	
RECOMMENDED MOTION	
To approve a bid by _____ in the amount of _____ for the Jail Security Fence Project. Funds to be disbursed from account 101-103-998.06 (Jail Emerg. Exit & Security Fence)	

Submitted by: **Brian Bousley**

 09/09/2016
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
MENOMINEE, MICHIGAN**

BID RECAPITULATION

ITEM(S): Jail Security Fence Project

Bids due by: September 8, 1:00 PM

Company Name	Bid	After added options
Fortress Fence Inc. 1225 Lakeview Dr. Green Bay, WI 54313 920-490-9333	\$35,990	

Bids opened on: September 8, 2016 @ 1:04 PM in the Administrator's office

In the presence of: Administrator, Brian Bousley
Building & Grounds Asst. Supervisor – Jim MeKash
Buildings & Grounds/parks maint. – Mike Sieg
Administrative Assistant, Sherry DuPont
Undersheriff, Mike Holmes

Recommended Bid Award to: _____ In the Amount of: _____

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on Aug. 11, 2016 in the amount of \$221,730.76.	
RECOMMENDED MOTION	
To approve Miscellaneous Bills as paid on Aug. 11, 2016 in the amount of \$221,730.76.	

Submitted by: **Brian Bousley**

 09/09/2016
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

General Fund Expenditures

101-101 Board of Commissioners
101-103 Other Legislative
101-131 Circuit/Family Court
101-132 Family Court
101-136 District Court
101-141 Friend of Court
101-148 Probate Court
101-150 Jury Commission
101-172 County Administrator
101-192 Board of Canvassers
101-211 Legal
101-215 County Clerk
101-253 County Treasurer
101-257 Equalization
101-261 MSU Extension
101-262 Elections
101-265 Courthouse Grounds
101-267 Prosecuting Attorney
101-268 Register of Deeds
101-275 Drain Commissioner
101-301 Sheriff Department
101-331 Marine Law
101-332 Snowmobile Law
101-334 Off-Road Recreational Vehicle
101-335 ATV Education
101-401 Planning Commission
101-402 Brownfield Authority
101-426 Emergency Management
101-526 Waste Management
101-601 Health & Welfare
101-648 Medical Examiner
101-681 Vets Burial & Relief
101-682 Veterans Affairs
101-728 Economic Development
101-997 Appropriations
101-999 Operating Transfers

Special Revenue Funds

205 Road Patrol
206 Sheriff Work Van
208 County Parks
215 Friend of Court
216 County Airport
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
263 Pistol Licensing
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E911
269 Law Library
271 County Library
272 CDBG - Wells Fargo Grant
274 CDBG - County
277 LEPC
280 Inmate Canteen fund
281 K-9
282 Justice Training
285 Senior Citizens
292 Child Care
294 Veterans' Trust
296 Special Child Care Funds

516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

APPROVED

08/11/2016 12:53 PM

User: jessicaw

DB: Menominee County AUG 12 2016

BWS

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY

EXP CHECK RUN DATES 08/11/2016 - 08/11/2016

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INVOICE NUMBER	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	DESCRIPTION	DISTRIBUTION	AMOUNTS	AMOUNT
VENDOR NAME: ALFREDSON BROTHERS CONST CO.					
Payment #2		Vestibule Project	101-103-998.04	54,662.40	54,662.40
TOTAL VENDOR ALFREDSON BROTHERS CONST CO.					54,662.40
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI					
1614900		Bath House	208-751-920.01	90.20	90.20
383001		Shakey Lks Pk/Horse	208-751-920.01	46.98	46.98
383200		N8380 Co Park Rd 20.5	208-751-920.01	1,204.46	1,204.46
383301		Shakey Lk Pk/Cattle	208-751-920.01	487.10	487.10
1503500		N8380 Co Pk Rd 20.5	208-751-920.01	969.26	969.26
370500		Shakey Lks Office/Shop	208-751-920.01	121.27	121.27
379700		Storage Shed	208-751-920.01	349.07	349.07
380300		Shower Building	208-751-920.01	373.47	373.47
367100		N8390 Beach House	208-751-920.01	670.85	670.85
367200		Northwest Campsites	208-751-920.01	1,410.26	1,410.26
369802		W8449 Co Rd G12 Campsites	208-751-920.01	469.61	469.61
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI					6,192.53
VENDOR NAME: ARAMARK UNIFORM SERVICES INC					
1677442500		Airport Supplies	216-585-755.01	40.81	76.27
			216-585-745.00	35.46	
1677438046		Airport Supplies	216-585-755.01	34.84	66.63
			216-585-745.00	31.79	
1677433503		Airport Supplies	216-585-755.01	34.84	61.65
			216-585-745.00	26.81	
1677428950		Airport Supplies	216-585-755.01	198.30	225.11
			216-585-745.00	26.81	
TOTAL VENDOR ARAMARK UNIFORM SERVICES INC					429.66
VENDOR NAME: AT&T - CAROL STREAM, IL					
906753220908		Annex - August 1 - August 31, 2016	101-103-850.00	401.56	401.56
906753458208		August 1 - August 31, 2016	101-103-850.00	67.41	67.41
906863661407		July 19 - August 18, 2016	266-325-850.00	343.82	343.82
TOTAL VENDOR AT&T - CAROL STREAM, IL					812.79
VENDOR NAME: AT&T MOBILITY					
287252150867X0808201		August 1 - August 31 (9067920211)	101-132-850.00	31.61	31.61
TOTAL VENDOR AT&T MOBILITY					31.61
VENDOR NAME: BIEHL CONSTRUCTION CO., INC.					
37611		Asphalt Paving & Prep	101-103-998.07	59,200.00	59,200.00
TOTAL VENDOR BIEHL CONSTRUCTION CO., INC.					59,200.00
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.					
20041		2015 Chevy Impala - Vehicle Maintenance	205-315-934.02	55.40	55.40
20096		2008 Chevy Tahoe - Vehicle Maintenance	205-315-934.02	75.95	75.95
20106		2013 Chevy Tahoe - Vehicle Maintenance	205-315-934.02	18.68	18.68
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.					150.03
VENDOR NAME: BLUETARP FINANCIAL, INC.					
D59840		Inmate Medical Supplies	101-301-770.00	196.00	196.00
TOTAL VENDOR BLUETARP FINANCIAL, INC.					196.00
VENDOR NAME: BOUSLEY, BRIAN					
Reimbursement		Mileage	101-172-860.00	162.32	162.32
TOTAL VENDOR BOUSLEY, BRIAN					162.32
VENDOR NAME: BOYLE DESIGN GROUP					
3488		Guide Ad (Full Page)	101-103-755.00	1,750.00	1,750.00
TOTAL VENDOR BOYLE DESIGN GROUP					1,750.00

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AUG 12 2016

AMS

INVOICE NUMBER	DESCRIPTION	CHIEF FISCAL OFFICER COUNTY MICHIGAN	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: BS&A SOFTWARE					
108241	Delinquent Tax System & P.R.E. Audit		101-103-857.02	4,077.00	4,077.00
TOTAL VENDOR BS&A SOFTWARE					4,077.00
VENDOR NAME: CBM MANAGED SERVICES					
STDINV03903	Inmate Meals		101-301-770.00	2,094.64	2,094.64
STDINV04232	Inmate Meals		101-301-770.00	2,091.56	2,091.56
TOTAL VENDOR CBM MANAGED SERVICES					4,186.20
VENDOR NAME: CECH, WILLIAM					
Reimbursement	Mileage - July 2016		101-101-860.05	34.56	34.56
TOTAL VENDOR CECH, WILLIAM					34.56
VENDOR NAME: CELLCOM					
296297	Cellular Services		296-663-850.00	55.43	166.29
			296-664-850.00	55.43	
			296-665-850.00	55.43	
TOTAL VENDOR CELLCOM					166.29
VENDOR NAME: CENEX FLEETCARD					
124250	Gasoline Charges		101-426-860.00	14.25	162.62
			249-371-742.00	148.37	
TOTAL VENDOR CENEX FLEETCARD					162.62
VENDOR NAME: CITY OF MENOMINEE					
August 2016	Monthly Rental		266-326-942.00	351.67	351.67
TOTAL VENDOR CITY OF MENOMINEE					351.67
VENDOR NAME: CITY OF STEPHENSON					
709	Annex - Water/Electric/Sewer		101-261-920.01	19.10	320.78
			101-261-920.02	32.55	
			101-261-920.03	269.13	
TOTAL VENDOR CITY OF STEPHENSON					320.78
VENDOR NAME: CLOVERLAND PAPER CO					
112215	Courthouse Supplies		101-265-755.01	145.29	145.29
112217	Annex Supplies		101-265-755.01	77.07	77.07
112152	Inmate Supplies		101-301-770.00	204.53	204.53
112216	Inmate Supplies		101-301-770.00	63.20	63.20
112278	Inmate Supplies		101-301-770.00	96.52	96.52
112279	Annex - Janitorial Supplies		101-265-755.01	30.37	30.37
112276	Courthouse - Janitorial Supplies		101-265-755.01	127.29	127.29
112277	Library - Janitorial Supplies		101-265-755.01	30.37	30.37
TOTAL VENDOR CLOVERLAND PAPER CO					774.64
VENDOR NAME: COHL STOKER & TOSKEY P C					
46699	Legal Services		101-211-807.00	917.38	917.38
TOTAL VENDOR COHL STOKER & TOSKEY P C					917.38
VENDOR NAME: COLE, DANA L.					
Reimbursement	Mileage & Meals (Training)		101-267-860.00	137.55	137.55
TOTAL VENDOR COLE, DANA L.					137.55
VENDOR NAME: COLEMAN ENGINEERING COMPANY					
26886	Project No: 16162 - GIS Mapping		517-252-970.00	5,719.00	5,719.00
TOTAL VENDOR COLEMAN ENGINEERING COMPANY					5,719.00
VENDOR NAME: COOPER OFFICE EQUIPMENT					
136332	Contract # 2310-01		101-253-728.00	185.23	185.23
136513	Contract # 1406-01 (2nd Floor)		101-172-931.01	229.12	229.12
TOTAL VENDOR COOPER OFFICE EQUIPMENT					414.35

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CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 08/11/2016 - 08/11/2016
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AUG 12 2016

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN				
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCT 25344	Shredding documents 8/4/16	101-265-801.00	45.32	45.32
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCT				45.32
VENDOR NAME: DEKETO, LLC DK 7-16	July 2016 Documents (x410)	256-277-857.00	820.00	820.00
TOTAL VENDOR DEKETO, LLC				820.00
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC 1422	Part Time Cook Position	101-301-755.00	131.80	131.80
23432	Renewal of Subscription	101-301-770.00	181.80	181.80
1445	Election Notice	101-262-727.00	760.13	760.13
TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC				1,073.73
VENDOR NAME: EICHHORN, JAYNE MARIE Board of Canvass	Per Diem & Mileage	101-192-705.00 101-192-860.00	50.00 43.74	93.74
TOTAL VENDOR EICHHORN, JAYNE MARIE				93.74
VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT 01425	FOC Office Supplies	101-141-727.00	51.99	51.99
TOTAL VENDOR FRIENDS OFC PROD WHSE DIRECT				51.99
VENDOR NAME: FROST, LISA Transcript	Down Payment on Appeal Transcript	101-132-806.00	100.00	100.00
TOTAL VENDOR FROST, LISA				100.00
VENDOR NAME: GREAT AMERICAN DISPOSAL CO THE 68113228	Annex	101-261-930.04	56.39	56.39
07042016	Shakey & Kleinke (Extra Yardage)	208-751-801.00	40.00	40.00
68113226	Shakey & Kleinke - Garbage Removal	208-751-801.00	956.58	956.58
TOTAL VENDOR GREAT AMERICAN DISPOSAL CO THE				1,052.97
VENDOR NAME: HAFEMAN, WILLIAM Board of Canvass	Per Diem & Mileage	101-192-705.00 101-192-860.00	50.00 42.12	92.12
TOTAL VENDOR HAFEMAN, WILLIAM				92.12
VENDOR NAME: HASHIMOTO SEWER SERVICE, INC. 13534	Cleaning of Grease Pits (3 Month Service)	101-265-801.00	210.00	210.00
TOTAL VENDOR HASHIMOTO SEWER SERVICE, INC.				210.00
VENDOR NAME: INSIGHT FS 2003527	Gasoline - Parks	208-751-742.00	799.08	799.08
TOTAL VENDOR INSIGHT FS				799.08
VENDOR NAME: J S ELECTRONICS, INC. 19384	Tower Lease - August 2016	266-326-942.00	425.00	425.00
19375	Radio Repair & Antennas (x5)	101-301-934.01	170.87	170.87
TOTAL VENDOR J S ELECTRONICS, INC.				595.87
VENDOR NAME: JOEL HENSLEY, RN Nursing Services	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR JOEL HENSLEY, RN				1,365.00
VENDOR NAME: K & M RENTALS 6573	Portable Toilet (Airport)	208-751-801.00	90.00	90.00
TOTAL VENDOR K & M RENTALS				90.00
VENDOR NAME: K MART 7031 0703108051600674272	Inmate Supplies	101-301-770.00	59.36	59.36
0703108051601022943	Inmate Supplies	101-301-770.00	69.92	69.92
0703108061602588115	Inmate Supplies	101-301-770.00	185.98	185.98

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AUG 12 2016

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INVOICE NUMBER	CHIEF FISCAL OFFICER DESCRIPTION COUNTY MICHIGAN	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: K MART 7031				
TOTAL VENDOR K MART 7031				315.26
VENDOR NAME: L.A. BUSSE, INC.				
ZB68883	Maintenance on Booster Heater	101-301-770.00	301.50	301.50
TOTAL VENDOR L.A. BUSSE, INC.				301.50
VENDOR NAME: LANG, BERNARD				
Reimbursement	Mileage - July 2016	101-101-860.02	125.82	125.82
TOTAL VENDOR LANG, BERNARD				125.82
VENDOR NAME: LENCA SURVEYING				
16141	Remon Yr 2016 (July 21 - August 4)	243-246-801.07	2,983.08	2,983.08
TOTAL VENDOR LENCA SURVEYING				2,983.08
VENDOR NAME: LEXISNEXIS				
3090631436	July 2016	269-145-801.00	720.00	720.00
TOTAL VENDOR LEXISNEXIS				720.00
VENDOR NAME: LUFTS ADVERTISER				
7/27/16	July Advertising (Airport)	216-585-901.00	443.00	443.00
TOTAL VENDOR LUFTS ADVERTISER				443.00
VENDOR NAME: M & M BUSINESS MACHINES				
728710	Service of Brother Copier (Clerk's Vault)	101-215-931.00	60.00	60.00
TOTAL VENDOR M & M BUSINESS MACHINES				60.00
VENDOR NAME: MARINETTE COUNTY SHERIFF DEPT.				
1641812SM	Process Service - (SOM v Siedlecki)	101-267-804.00	35.00	35.00
16815ST	Process Service - (SOM v D. Lanaville)	101-267-804.00	35.00	35.00
TOTAL VENDOR MARINETTE COUNTY SHERIFF DEPT.				70.00
VENDOR NAME: MATHIEU MARYE				
Jury Commission	Per Diem & Mileage	101-150-710.00	150.00	152.58
		101-150-860.00	2.58	
TOTAL VENDOR MATHIEU MARYE				152.58
VENDOR NAME: MCRAE, MOLLY				
Reimbursement	Meal (Training)	101-267-860.00	9.95	9.95
TOTAL VENDOR MCRAE, MOLLY				9.95
VENDOR NAME: MECHANICAL TECHNOLOGIES, INC.				
26683	3-way Valve Maintenance	101-265-934.00	351.00	351.00
TOTAL VENDOR MECHANICAL TECHNOLOGIES, INC.				351.00
VENDOR NAME: MEKASH, JAMES				
Reimbursement	Uniform Allowance	101-265-745.00	99.55	99.55
TOTAL VENDOR MEKASH, JAMES				99.55
VENDOR NAME: MENARDS - MARINETTE				
15124	Park Supplies	208-751-755.02	41.97	41.97
15287	Park Supplies	208-751-756.01	64.99	64.99
16039	Building & Ground Supplies	101-265-755.00	8.34	8.34
16065	Building & Ground Supplies	101-265-755.00	80.44	80.44
15118	Janitorial Supplies	101-265-755.01	12.45	12.45
15119	Building & Ground Supplies	101-265-755.00	42.86	42.86
15286	Building & Ground Supplies	101-265-755.00	3.30	3.30
15777	Building & Ground Supplies	101-265-755.00	109.59	109.59
15694	Building & Ground Supplies	101-265-755.00	20.79	20.79
TOTAL VENDOR MENARDS - MARINETTE				384.73
VENDOR NAME: MENOMINEE COUNTY JOURNAL				
115	Part Time Cook Position	101-301-755.00	48.00	48.00
112	Election Notice	101-262-727.00	822.00	822.00
TOTAL VENDOR MENOMINEE COUNTY JOURNAL				870.00

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CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
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EXX

INVOICE NUMBER	DESCRIPTION	DISTRIBUTION	AMOUNTS	AMOUNT
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN				
VENDOR NAME: MENOMINEE COUNTY SHERIFF DEPT				
WV167	Work Van Services	517-252-931.00	21.00	21.00
TOTAL VENDOR MENOMINEE COUNTY SHERIFF DEPT				21.00
VENDOR NAME: MICH ASSN OF REGISTER OF DEEDS				
Registration	Conference Fee - Marc Kleiman	101-268-860.00	185.00	185.00
TOTAL VENDOR MICH ASSN OF REGISTER OF DEEDS				185.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0120136-001	Office Supplies (Clerk's Office)	101-215-727.00	42.26	42.26
0120031-001	Office Supplies (Treasurer's Office)	101-253-727.00	71.75	71.75
0120080-001	Cartridge (Family Court)	101-132-727.00	103.99	103.99
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				218.00
VENDOR NAME: NAPCH				
Registration	Tina M. Nast	101-301-881.01	400.00	400.00
Registration	David S. Ashby	101-301-881.01	400.00	400.00
TOTAL VENDOR NAPCH				800.00
VENDOR NAME: NORTHCARE NETWORK				
Tax	Convention & Tourism Tax	101-601-835.01	11,770.00	11,770.00
TOTAL VENDOR NORTHCARE NETWORK				11,770.00
VENDOR NAME: NORWAY SPRINGS, INC.				
445286	Water for Airport	216-585-801.00	31.09	31.09
TOTAL VENDOR NORWAY SPRINGS, INC.				31.09
VENDOR NAME: NUTT, MICHAEL				
Reimbursement	Mileage - July 2016	296-664-860.00	120.96	120.96
TOTAL VENDOR NUTT, MICHAEL				120.96
VENDOR NAME: OFFICE DEPOT, INC.				
852715782001	ROD Office Supplies	101-268-727.00	246.54	246.54
852716045001	ROD Office Supplies	101-268-727.00	39.24	39.24
TOTAL VENDOR OFFICE DEPOT, INC.				285.78
VENDOR NAME: OWENS, KAREN A.				
Reimbursement	Admittance to Museum (x3)	296-668-801.00	11.00	11.00
TOTAL VENDOR OWENS, KAREN A.				11.00
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE				
150008	Park Supplies	208-751-755.01	172.95	928.03
		208-751-755.02	2.49	
		208-751-755.02	17.65	
		208-751-755.01	103.77	
		208-751-755.02	30.03	
		208-751-755.02	11.99	
		208-751-755.01	77.98	
		208-751-755.02	28.97	
		208-751-755.02	57.98	
		208-751-755.02	(12.99)	
		208-751-755.01	118.08	
		208-751-756.01	38.99	
		208-751-755.02	5.29	
		208-751-755.02	3.49	
		208-751-755.01	47.48	
		208-751-755.01	96.00	
		208-751-755.02	12.99	
		208-751-755.02	10.99	
		208-751-742.00	4.79	
		208-751-755.02	99.11	
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				928.03
VENDOR NAME: PALMER, MARY				
Reimbursement	Plants	101-265-930.02	12.59	12.59
TOTAL VENDOR PALMER, MARY				12.59

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08/11/2016 12:53 PM
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 DB: Menominee County

AUG 12 2016

BWS

CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 08/11/2016 - 08/11/2016
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INVOICE NUMBER	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: PETERSON, RICHARD				
Board of Canvassers	Per Diem & Mileage	101-192-705.00	50.00	87.80
		101-192-860.00	37.80	
TOTAL VENDOR PETERSON, RICHARD				87.80
VENDOR NAME: PISANI GRAPHIX				
7608	Signs for Mason Park	208-751-755.04	50.00	50.00
TOTAL VENDOR PISANI GRAPHIX				50.00
VENDOR NAME: POLASKY, NANCY				
Jury Commission	Per Diem & Mileage	101-150-710.00	150.00	166.50
		101-150-860.00	16.50	
TOTAL VENDOR POLASKY, NANCY				166.50
VENDOR NAME: POUPORE COLLISION & TOWING				
7/14/16	Deductible - 2016 Ford Explorer	205-315-934.02	250.00	250.00
TOTAL VENDOR POUPORE COLLISION & TOWING				250.00
VENDOR NAME: PRINTERSPLUS!				
14664	Window Envelopes (Clerk's Office) x5000	101-215-727.00	350.00	350.00
TOTAL VENDOR PRINTERSPLUS!				350.00
VENDOR NAME: QUILL CORPORATION				
7391662	Office Supplies (PA's Office)	101-267-727.00	85.72	85.72
TOTAL VENDOR QUILL CORPORATION				85.72
VENDOR NAME: REDWOOD TOXICOLOGY LABORATORY				
00719820167	Drug Testing Supplies	296-667-730.00	30.00	30.00
TOTAL VENDOR REDWOOD TOXICOLOGY LABORATORY				30.00
VENDOR NAME: RIESTERER & SCHNELL, INC.				
1031636	Building & Ground Supplies	101-265-934.00	68.40	68.40
TOTAL VENDOR RIESTERER & SCHNELL, INC.				68.40
VENDOR NAME: S & O LOCK AND PHONE SERVICE				
44521	Keys & Lock Cylinder	101-265-755.00	40.00	115.00
44586	Change Safe Combination	101-132-931.00	37.50	
		101-148-931.00	37.50	
TOTAL VENDOR S & O LOCK AND PHONE SERVICE				115.00
VENDOR NAME: SCHEI, LARRY				
Reimbursement	Mileage - July 2016	101-101-860.04	114.48	114.48
TOTAL VENDOR SCHEI, LARRY				114.48
VENDOR NAME: SCHRAUB, DARLENE				
Jury Commission	Per Diem & Mileage	101-150-710.00	150.00	159.95
		101-150-860.00	9.95	
TOTAL VENDOR SCHRAUB, DARLENE				159.95
VENDOR NAME: SEXTON, RICHARD				
Reimbursement	Mileage	101-426-860.00	96.12	192.24
Reimbursement	Mileage	101-426-860.00	96.12	
TOTAL VENDOR SEXTON, RICHARD				192.24
VENDOR NAME: SIEMINSKI, ALEXANDER JON				
Court Appointed	A. Schuck	101-148-807.00	1,224.00	1,224.00
TOTAL VENDOR SIEMINSKI, ALEXANDER JON				1,224.00
VENDOR NAME: STANG SALES AND SERVICE				
4383	JD Tractor & Mower Spring (Airport)	216-585-981.00	2.92	2.92

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AUG 11 2016

DWS

INVOICE NUMBER	DESCRIPTION	DISTRIBUTION	AMOUNTS	AMOUNT
INVOICE CHIEF FISCAL OFFICER COUNTY MICHIGAN				
VENDOR NAME: STANG SALES AND SERVICE				
TOTAL VENDOR STANG SALES AND SERVICE				2.92
VENDOR NAME: STATE OF MICHIGAN				
6168	Monthly Chargeback (June 2016)	292-662-843.01	4,983.72	4,983.72
P55	Probate - July, August, September 2016	101-132-858.03	2,554.76	2,554.76
C 41	July, August, September 2016	101-131-858.03	1,849.47	1,849.47
D95A	July, August, September 2016	101-136-931.01	3,380.81	3,380.81
TOTAL VENDOR STATE OF MICHIGAN				12,768.76
VENDOR NAME: STATE OF MICHIGAN - MDOT				
AZ 348031	Airport Loan #4	216-585-970.00	6,072.00	6,072.00
TOTAL VENDOR STATE OF MICHIGAN - MDOT				6,072.00
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
462643	Park Supplies	208-751-756.01	13.88	72.28
		208-751-742.00	58.40	
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				2,758.97
VENDOR NAME: STERICYCLE, INC.				
4006476924	Inmate Medical Supplies	101-301-770.01	33.37	33.37
TOTAL VENDOR STERICYCLE, INC.				33.37
VENDOR NAME: TC CLEANING				
2272	Strip & Wax Floors in Community Room	101-265-755.02	410.00	410.00
TOTAL VENDOR TC CLEANING				410.00
VENDOR NAME: THE FIRST NATIONAL BANK&TRUST				
628840339	FOC - Service Charge	101-141-817.00	33.00	33.00
TOTAL VENDOR THE FIRST NATIONAL BANK&TRUST				33.00
VENDOR NAME: TIME WARNER CABLE				
10404-621199203-9001	Twin County Airport	216-585-850.00	343.00	343.00
104047100084011001	August 2 - September 1, 2016	101-103-850.00	531.70	531.70
104046204752028001	August 6 - September 5, 2016	101-301-770.00	134.28	134.28
TOTAL VENDOR TIME WARNER CABLE				1,008.98
VENDOR NAME: U.E.S. COMPUTERS, INC.				
74786	Credit Memo - County Clerk's Office	101-215-970.00	(144.32)	(144.32)
74807	Monitor (Marc)	101-215-970.00	170.00	170.00
74880	FOC - Toner	101-141-931.00	192.99	192.99
74881	Trade Up Unitrends Backup	101-103-970.03	13,657.00	13,657.00
44244	Weekly Computer Maintenance (December 2015)	101-103-857.03	16.98	2,501.98
		101-103-857.00	2,485.00	
45408	July Weekly Computer Maintenance	101-103-857.03	68.99	2,868.99
		101-103-857.00	2,800.00	
74887	Symantec Endpoint Protection	101-103-857.02	12.00	12.00
TOTAL VENDOR U.E.S. COMPUTERS, INC.				19,258.64
VENDOR NAME: UNIFORM SHOPPE				
257013	Uniform Allowance	101-301-745.00	197.01	197.01
TOTAL VENDOR UNIFORM SHOPPE				197.01
VENDOR NAME: UWC				
9068632023	Telephone Services	101-103-850.00	23.03	23.03
9067532209	Telephone Services	101-103-850.00	15.73	15.73
9067534582	Telephone Services	101-103-850.00	12.66	12.66

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EXP
AUG 12 2016

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: UWC				
9068634441	Telephone Services	101-103-850.00	30.04	30.04
TOTAL VENDOR UWC				81.46
VENDOR NAME: VALENTI, SUSAN F.				
Reimbursement	July 2016 - Meals & Mileage	101-131-860.00	449.45	449.45
TOTAL VENDOR VALENTI, SUSAN F.				449.45
VENDOR NAME: WALTER BROTHERS INC				
20106	Airport Supplies	216-585-981.00	11.13	11.13
A279652	New TV Cable	101-301-770.00	23.47	23.47
TOTAL VENDOR WALTER BROTHERS INC				34.60
VENDOR NAME: WASTE MANAGEMENT				
1541614-1856-6	Augsut 2016	101-265-801.00	506.13	506.13
1541619-1856-5	Twin County Airport	216-585-801.00	102.56	102.56
TOTAL VENDOR WASTE MANAGEMENT				608.69
VENDOR NAME: WATCHGUARD VIDEO				
ADVREP079838	Wireless Microphone	205-315-934.01	174.00	174.00
TOTAL VENDOR WATCHGUARD VIDEO				174.00
VENDOR NAME: WENNERGREN, MARY JO				
Board of Canvassers	Per Diem & Mileage	101-192-705.00	50.00	52.70
		101-192-860.00	2.70	
TOTAL VENDOR WENNERGREN, MARY JO				52.70
VENDOR NAME: WENZEL, JOE & AMY				
Reimbursement	Camping Refund	208-751-964.00	69.00	69.00
TOTAL VENDOR WENZEL, JOE & AMY				69.00
VENDOR NAME: WHITE WATER ASSOCIATES, INC.				
148887	Water Analysis	208-751-920.00	102.00	102.00
148966	Water Analysis	208-751-920.00	68.00	68.00
TOTAL VENDOR WHITE WATER ASSOCIATES, INC.				170.00
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402191663-00001	Health Care Center	101-265-920.03	303.43	313.75
		101-265-920.04	10.32	
0402047856-00004	Courthouse	101-265-920.04	412.89	412.89
0402055840-00001	Jail	101-265-920.03	4,184.87	4,184.87
1662799260-00000	Parks	208-751-920.01	42.80	182.74
		208-751-920.01	34.38	
		208-751-920.01	59.94	
		208-751-920.01	15.02	
		208-751-920.01	30.60	
0402047856-00006	Stoney Point - Street Lighting	208-751-920.01	39.14	39.14
1662801932-00000	Twin County Airport	216-585-920.00	10.52	428.52
		216-585-920.03	347.30	
		216-585-920.00	14.19	
		216-585-920.03	45.99	
		216-585-920.00	10.52	
0403823200-00005	Twin County Airport	216-585-920.03	28.54	28.54
0403823200-00006	Twin County Airport	216-585-920.03	30.70	30.70
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				5,621.15
VENDOR NAME: XEROX CORPORATION				
085571597	August 2016 (Probation/Parole)	101-131-942.00	100.30	100.30
085571595	July 2016	101-301-727.00	39.19	39.19
085571596	July 2016	101-301-727.00	377.04	377.04
084748610	Remaining Balance	101-301-727.00	6.32	6.32

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: XEROX CORPORATION				
TOTAL VENDOR XEROX CORPORATION				522.85
				221,730.76

APPROVED

AUG 22 2016

AYS

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Commissioner Per Diems and Expenses
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review Commissioner Per diems and expenses as recently submitted for payment.	
RECOMMENDED MOTION	
To approve commissioner per diems as recently submitted.	

Submitted by: **Brian Bousley**

 09/09/2016
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
AUG 08 2016
BY: *JA*

COPY

Mileage: .54 cents/mile ~ effective 01 January 2016

*Meals Breakfast - \$9.00
 Lunch - \$11.00
 Dinner - \$20.00

*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: Bernie Lang ~ District 2

Date	Meeting Place	# of miles	X .54/mile	Total Cost	Account Number
<u>2016</u>					
7-7	CAA	224			101-101-860.02
7-12	CO. BD.	3			101-101-860.02
7-26	SOC. SERV	3			101-101-860.02
7-26	CO. BD.	3			101-101-860.02
		<u>233</u>	<u>X .54 =</u>	<u>125.82</u>	101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
			Total Mileage		
				Total Mileage Fee	<u>125.82</u>

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10th Ave., Menominee, MI 49858

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

B. Lang
Signed

08-05-16
Date

Rec
8-15-16
RKP

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

[C - Y]

Mileage: .54 cents/mile ~ effective 01 January 2016

*Meals Breakfast - \$9.00
Lunch - \$11.00
Dinner - \$20.00

*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X .54/mile	Total Cost	Account Number
7/12/16	Road Commission	25		13.50	101-101-860.07
7/12/16	Court House - County Board	72		38.88	101-101-860.07
7/13/16	Mining Work Group Lake Tausp.				101-101-860.07
7/13/16	Annex - Fair Board	30		16.20	101-101-860.07
7/26/16	Court House - County Board	72		38.88	101-101-860.07
		199	Total Mileage		
Total Mileage Fee					107.46

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10th Ave., Menominee, MI 49858

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Gerald Piche

Signed

8/13/16

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous reports discussed at the 8.23.2016 County Board meeting	
RECOMMENDED MOTION	
To approve the miscellaneous reports discussed at the 8.23.2016 County Board meeting	

Submitted by: **Brian Bousley**

 09/09/2016
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

Menominee County Finance Committee
Minutes of Meeting
July 8, 2016

*****~~DRAFT~~*****

Approved 8/12/16

The Finance Committee met on July 8, 2016 at 8:30 AM at the Menominee County Annex.

Present at the meeting were Coms. Schei, Cech and Nelson

Others present: Brian Bousley; Sherry DuPont; Mike Holmes

Call Meeting to order: Chairperson Nelson called the meeting to order at 8:30 AM.

Pledge of Allegiance: The Pledge of Allegiance was recited

Roll Call: Roll call was taken; Commissioner Hafeman was excused.

Agenda: was approved by Com. Cech and supported by Com. Schei as written. Motion approved 3/0.

Previous Meeting minutes: Minutes from 6.27.16 were approved by Com. Schei and supported by Com. Cech. Motion approved 3/0.

Public Comment: None

Department Head/Elected Official Reports: (limited to 10 min.) None

Business:

- a. **2016/17 Budget Discussion:** - **Bousley:** There are some changes: Buildings & Grounds (101-265) we took off the brick/paint and the Driveway apron. I left the others (backflow preventer; storage container; security door/window to sheriff. **Nelson:** You had an insurance opt out change? **Bousley:** Yes, Jim was trying to go on the Medicare/Medicaid rather than our insurance, but our insurance has to "approve" any insurance changes. They deemed the Medicare "not qualified", so he had to continue to take the county insurance rather than opt out. **Nelson:** Insurance went up \$15,000. **Bousley:** Sheriff Dept. 101-301 – Capital outlay for a vehicle was in there (29,000) I took that out. Prisoner board I added a little bit there (\$59,000). **Nelson:** Reserves, when that happened we were told it wouldn't cost us anything and now we added \$5,000 for volunteers. I just don't see that happening. Brian hands out the breakdown of where the reserves used the money in the current year's budget. **Cech** – the Gas & Oil, etc...is that a misprint. \$12,000 has been budgeted, now only \$1,200 is. **Bousley:** No, that's right. They aren't using that much in there. **Nelson:** The reserves are volunteers and that's not supposed to cost us anything. I make the recommendation that we take that out of the budget. **Schei:** I think some of this is used by the BAMSAR team and I think we should pay for it. They are a necessary part of the county. They pay for everything themselves, including gas and mileage. **Holmes:** We pay the \$125 for them to go to the training. **Nelson:** Unless we are completely blind, our deficit is more than it was before. Again, the volunteers were not to cost us anything. **Schei:** I still support the volunteers; I won't be in favor of cutting that. **Holmes:** The volunteers save us so much money on overtime, we only have 15 officers. There is no way that all officers can be called in to handle every situation. We rely on our reserves for the parades in various townships/cities. It's pressure that can be taken off of the road patrol officers. They use the old vehicles (over 100,000 miles) **Cech:** These are the auxiliary police? **Holmes:** Yes, they do not get paid, they go to meetings with us, they go to PT with us; they carry guns. **Nelson:** And that's a potential liability for the county, because they're not certified police officers. **Holmes:** Yes it is, most of them are retired police officers. They attend the same training as all officers do. **Cech:** How long have the reserves

been with us? **Holmes:** Sheriff Marks reinstated them when he became sheriff. **Cech:** so they've been around for a few years and this is the first year you've asked for money? **Holmes:** No last year we asked for money for them. **Nelson:** The budget is up almost \$300,000 since 2014/15. We're looking at adding a security position, and Animal Control. **Vote on funding the reserves: Coms. Cech and Schei vote yes, Com. Nelson voted no, 2-yeahs/1-no...So this won't even go before the board for removal from the budget, Holmes:** Thank you for keeping the money in there for the reserves. **Bousley:** 101-601 – DHHS – most counties don't pay anything for DHHS. Child care, they haven't used any of the funds in the past 5/6 years. **Nelson:** I think we should cut them back to travel only. **Schei/Cech,** I'm going to go with you on this, you worked there, you would know. All members on the board are from the Powers area. They should meet there. **Bousley:** I did look at the Year to date yesterday. No money taken out of child care for the past 6 years. Travel year to date in this current budget is about \$1,744 spent so far. **Nelson:** There is no county social services, they should ask the state for more money. **Vote on removing the DHS child care and DHS misc. expense from the budget. All coms. Vote in favor of removing the DHS child care and Misc. expense funding. Bousley:** Animal control expenses – this is in ref. to the animal control position. Mr. Jamo is still interested in sharing that position with the City. **Nelson:** Are we going to see a change in the budget when we have an animal control officer? **Bousley:** the whole position should be rewritten. **Nelson:** We were told we'd make \$90,000 for animal control. That's not happening. **Bousley:** it's going to take a few years for this to possibly be self-funded. We have to get the ordinance re-done. Judge Barstow is working on that. He won't enforce the current animal control ordinance, because you have to prove intent...and how do you prove intent on a dog? **Bousley:** 101-999 Operating transfers. Couple changes, parks we went cost neutral. Library, we are using \$35,000 from their fund balance and the book mobile fund has \$105,000 now. We've been talking about what to do about the book mobile. That changes the county appropriation for the library. **Nelson:** The library has always asked for more money than they needed. Then it goes into a fund balance, so it's basically our money. We just use the money from the fund balance for funding. **Bousley:** Park improvement: We took money out of there. We can apply for grants or use the forest cutting as revenues. Airport – we have a fund balance in there \$159,000, so we used \$30,000 from there. **Nelson:** Are we going to need funds in the near future at the airport. **Schei:** 5% for the next AERO MDOT project list, which we don't have an updated one yet. **Bousley:** Right now where revenues vs. expenditures (airport) we're at a plus \$58,000. Things are getting done out there, we're staying ahead of the game. Fuel sales are up. If we stay on this path, we can reduce the appropriation and eventually get the airport self-efficient. **Schei:** I heard through the grapevine that the Pilots association will present us with a proposal to take over and privatize the airport. I was told they'd be at our meeting, since they're not here, they might be at the county board meeting. **Bousley:** One last thing. We still haven't received a request from the fair board. Last year they requested \$6,000 for the fair, and \$4,000 for the Fair Manager contract. We've plugged in \$5,000 and \$3,000 but we didn't get a request. **Nelson:** Well if we don't have a request, then we don't put the money into the budget. We take it out and have them come back and request it. Then we can do a budget adjustment if the board agrees to make the change.

Motion by Com. Cech to present the 2016/17 Budget to the County Board on Tuesday night with the changes as we discussed, Com. Schei supports. 3/0 Bousley: OK, We'll present this budget to the full board on July 12th and we'll schedule the public input session for 15 minutes prior to the county board meeting on July 26th.

Public Comment: None

Commissioner Comment: None

Adjourn: Moved by **Com. Schei** supported by **Com. Cech** to adjourn the meeting at 9:38 AM. Motion approved 3/0.

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

July 28, 2016 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

J. Nelson, Chairperson, called the meeting to order at 4:00 p.m. Cindy Adrian, Administrative Assistant conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Dehn, Janet	X*			Negro, Mari	X		
Hamm, Ray	X			Nelson, John	X		
Hofer, Millie	X			Peretto, Patti	X		
Luhtanen, Joan	X			Phillips, Patricia	X		
Martin, Ann	X			Schinderle, Katie	X		
McCole, Gerald	X			Zevitz, Michael Dr.	X		

*video television conference from the Northpointe Menominee office

REPRESENTING ADMINISTRATION: J. McCarty, B. Adrian, C. Adrian

PLEDGE OF ALLEGIANCE - The Pledge of Allegiance to the Flag was recited by all.

PUBLIC COMMENTS - None

APPROVAL OR AMEND AGENDA

Chairperson Nelson asked for approval or amend of agenda.

ACTION: Moved to approve the agenda as presented.

Motion by: M. Negro, supported by P. Phillips to approve agenda.

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES

Chairperson Nelson asked for a motion to approve the July 14, 2016 regular Board meeting minutes.

ACTION: Moved to approve the regular Board meeting minutes as presented.

Motion by: G. McCole supported by K. Schinderle to approve the minutes.

Motion carried unanimously.

M. Zevitz present at 4:07 p.m.

PRESENTATION - Alan Bolter, Associate Director MACMHB

Presentation was conducted by Mr. Bolter, Associate Director MACHB regarding Section 298 boilerplate language and FY17 Final Budget. Handouts were given and questions were addressed by Mr. Bolter regarding public/private entities and how can Northpointe as a Board respond to this driving force regarding privatization.

ACTION ITEMS

- Finance
 - Contracts-July 12, 2016

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Anderson, Tackman & Co. PLC	Fiscal Intermediary	8/1/16-7/31/17	\$200/mo.	\$206/mo.	\$6/mo. increase

This is a renewal for fiscal intermediary services for one individual. The changes are the providers customary 3% increase.

ACTION: A motion was made by M. Negro supported by M. Hofer to approve the contract for Anderson, Tackman & Co. PLC. **Motion carried unanimously.**

- Maintenance Bids

ACTION: A motion was made by J. Dehn supported by M. Negro to accept the lowest bid for Boyington for flooring to Gallery of Floors in the amount of \$9,107.97 and Hughitt Street for roofing to the Markell Company in the amount of \$9,921.00. **Motion carried unanimously.**

Jennifer McCarty conducted New Business as follows:

NEW BUSINESS (Discussion only)

- Finance

- a) Check Disbursement Report-June, 2016

Miscellaneous questions were addressed by Bill Adrian regarding the check disbursement report. Consensus of the Board is that this item will move forward to the next meeting for approval.

OUTCOME: Action item for next meeting

- b) Financial Statement-June, 2016

No questions regarding the financial statement. Consensus of the Board is that this item will move forward to the next meeting for approval.

OUTCOME: Action item for next meeting

- c) Contracts 7-28-16

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Tony and Sandy Adams	Respite Care	8/1/16-7/31/17	n/a	\$136/diem, \$2.63/15 min. unit	n/a

This is a new agreement for respite care for one Individual.

B.	Kelsey Pontbriand	Speech Therapy	8/1/16-7/31/17	\$65/hr	\$68/hr	\$3/hr increase
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This is a renewal agreement for speech and language therapy services.

C.	Newlin AFC	Residential Services	9/1/16-8/31/17	\$276/day	Same	n/a
----	------------	----------------------	----------------	-----------	------	-----

This is a renewal agreement for specialized residential for (4) individuals.

D.	The Drug Store	Pharmacy Services	9/1/16-8/31/18	\$300/mo. flat fee for up to 125 Indiv. in the system. \$2/person/mo. for each additional Indiv. over the 125.	Same	n/a
----	----------------	-------------------	----------------	--	------	-----

This is a renewal agreement for pharmacy services to blister pack medications. There are no additional delivery charges. Deliveries made to Northpointe offices and/or group homes.

OUTCOME: Action item for next meeting

- d) Truck Bids (*Town & Country*)
Discussed and reviewed used truck bid to replace plow truck.
OUTCOME: Action item for next meeting

CEO Report

Update provided on the implementation of the contract with InSight Telepsychiatry to provide psychiatric services via VTC. Coverage is currently being provided by our existing providers and no services have been interrupted. Dr. Razdan has agreed to provide oversight for the nurse practitioner position.

J. Nelson, assumed the Chairperson position.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- **Quarterly Outcomes Report – 2nd Quarter**
Board member request to have the Quarterly Outcomes Report presented to the full Board. Consensus was to have report added to the next Board agenda for discussion item with a presentation of the material and each quarter as a standing item on agenda. Board members are asked to submit any questions in advance to J. McCarty.
- **Statewide MACMHB Dues FY-16/17**
Informational.
- **CMH Compliance Examination 2015**
Report to be placed on file.

PUBLIC COMMENTS - None

BOARD COMMENT

- J. Luhtanen asked if County Commissioner representatives were aware of the Step Up Initiative as presented in the 7-15-16 Friday Facts and if our local counties have passed a resolution regarding this. R. Hamm stated Dickinson County currently has a similar Veteran's court in place. J. Luhtanen also reminded Board members that mailing will be going out soon for the upcoming Great Lakes Rural Mental Health Association Conference to be held September 11-13 at Pine Mountain Resort. Reservations must be made by August 31st and contact Cindy Adrian if interested in attending.
- The Board thanked Bill Adrian for his years of service.

ADJOURN

A motion was made by M. Negro, supported by P. Phillips to adjourn the meeting.

Motion carried unanimously.

Meeting adjourned at 5:05 p.m.

The next regular Board meeting is scheduled for Thursday, August 11, 2016 in Kingsford, Michigan at 4:00 p.m.

John Nelson, Chairperson

Mari Negro, Secretary

Cindy Adrian, Administrative Assistant

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	County Administrator Resignation
DEPARTMENT:	County Board
ATTACHMENTS:	Yes
SUMMARY:	
<p>Brian has accepted a position at Dickinson County, as their Administrator. County Board to discuss what they would like to do with the hiring of a new Administrator.</p>	
RECOMMENDED MOTION	
<p> </p>	

Submitted by: **Brian Bousley**

 09/09/2016
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):
<p> </p>	

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):
<p> </p>	

Brian R. Bousley
PO Box 177
Pembine, WI 54156
906-250-0311
bbousley@rocketmail.com

September 6, 2016

Menominee County Board of Commissioners
839 10th Avenue
Menominee, MI 49858

Dear Board Members,

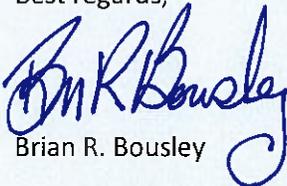
I am writing to formally notify the Menominee County Board of my impending departure from my position as County Administrator. I have been recently offered a new opportunity as Administrator/Controller for Dickinson County. I have decided to accept their offer. Currently, I spend several hours a day commuting and this new opportunity would allow me more time with my family outside of work. My last day of employment will be September 23rd.

My tenure with Menominee County has been enjoyable. I will miss my job and the incredible people I have had the pleasure of working with for past nearly seven years. I cannot thank the County Board enough for all of the opportunities and experiences I have gained during my time with Menominee County. Menominee County has a tremendous asset in their dedicated county employees and volunteers. It has been truly a pleasure working with everyone to accomplish goals for the betterment of the entire County. I would like to thank my Administrative Assistant, Sherry DuPont, for all her dedication, counsel, hard work and time to maintain a smooth running administrative office.

I appreciate your support and understanding, and I wish the Menominee County Board, Elected Officials, and Employees the very best.

Please let me know if I can be of any assistance during the last few weeks of my time here.

Best regards,


Brian R. Bousley

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Courthouse Security Committee
DEPARTMENT:	Administration
ATTACHMENTS:	No
SUMMARY:	
Commissioners would like to possibly add another standing committee for Courthouse Security Discussion.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 09/09/2016
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	M.C. Courthouse Building Security Policy and Procedures
DEPARTMENT:	Sheriff
ATTACHMENTS:	Yes
SUMMARY:	
<p>Sheriff Kenny Marks has approved the attached Courthouse Building Security Policy & Procedures. He would like the County Board to also approve these policies and procedures.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 09/09/2016
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

Menominee County Courthouse Security

SUBJECT:

Menominee County Courthouse Building Security Policy and Procedures

PURPOSE:

To establish a procedure for weapons screening of persons entering the main entrance of the Menominee County court building. This screening will be conducted by county security officers. These officers will be Sheriff's Deputies and will be assigned to the Corrections Division.

SCOPE:

This policy applies to all members of the Menominee County Sheriff's Office who are assigned to weapons screening duties.

APPLICATION:

This order constitutes departmental policy and is not intended to enlarge the employee's civil and/or criminal liability in any way. It should not be construed as the creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims insofar as the employee's legal duty is imposed by law. Violations of this directive, if substantial, can only form the basis for intra-departmental administrative sanctions.

POLICY AND PROCEDURE:

I. Officer Conduct:

- A. Security personnel assigned to screen individuals and parcels entering the Menominee County court building shall familiarize themselves with the proper operation of the screening devices and shall be able to competently operate said equipment.
- B. All security personnel shall receive and successfully complete training in the proper operation of said screening equipment.
- C. County security personnel shall treat individuals subject to screening with dignity and courtesy.
- D. County security officers assigned to screening shall maintain a professional demeanor and shall not allow themselves to be distracted from the screening procedure. Screeners shall be polite and courteous to all individuals entering court buildings and involvement in social interaction shall not interfere with the screening process.

- E. If an individual enters the screening area, private social interaction shall cease and attention shall be focused on the screening process.
- F. There shall always be at least one security officer at the main entrance front desk at all times. There shall never be more than two officers present unless for special needs.

II. Uniform Requirements:

- A. The Menominee County Sheriff's Office will provide the duty uniform and all necessary equipment to perform the duties required.
- B. Security officers will present a professional appearance at all times, including hair off the collar for men. The only facial hair allowed is a moustache which must be neat and trimmed. Female employees' hair shall be worn up and off the collar.

III. County Security Screening Staff Responsibilities:

- A. The Courthouse building shall be opened to the public at 7:00 am Monday thru Friday and locked at 4:30 pm. To unlock the building in the morning the Officer shall enter the east door using the issued pass card. Remove the "closed" sign from the front door and unlock both doors at 7:00 am. Activate and test all equipment at the front desk.
- B. The Courthouse building shall be locked to the public at 4:30 pm. The front doors to the building shall be locked and the "closed" sign shall be placed in front of the doors. Employees are allowed to exit however; no one is allowed to enter the building after this time. At 5:00 pm the Officer shall make rounds and make sure all doors are locked and windows closed and check for employees still working in the building, and exit the east door.
- C. The security screening stations will be in operation at all times the buildings are open to the public. Staff will be scheduled no more than fifty (50) hours per week. The scheduling and supervision will be the responsibility of the Sheriff or his designee.
- D. Screening staff are responsible for operating the screening station and conducting a scheduled patrol of both the interior and exterior of county buildings.

- E. Should an emergency arise, or an evacuation be ordered, the screening staff will remain at the screening stations, directing public and staff away from the building until receiving other orders from the Sheriff or his designee.
- F. Whenever possible a courtroom Bailiff shall offer to temporarily relieve the security officer at the front desk.

IV. Equipment Verification:

- A. The security officer assigned to a screening post shall conduct a test of the screening device each day prior to the opening of the court facility to ensure that it is in proper, working order.
- B. Should the screening device not be in proper, working order, the security officer conducting the test shall notify the Sheriff or his designee immediately, so that maintenance and repair may be performed in a timely manner. Screening shall be conducted by use of handheld screening devices until the screening device is in working order again.

V. Screening Policy:

- A. It is the policy of this department to conduct security screening at the public entrance for the selected county facility while that facility is open for business to the public. All searches will be conducted in a professional manner and will be conducted with the idea of maintaining security and safety to protect the public and staff by locating and recovering weapons and other contraband before they enter the facility.

VI. Types of Searches:

- A. There are numerous types of searches conducted by security officers of this facility, which include:
 - 1. Magnetometer screening.
 - 2. Inventory search.
 - 3. Handheld Magnetometer.
 - 4. Pat-down search

VII. Definitions of Searches:

- A. **WALK-THROUGH MAGNETOMETER:** Screening will be conducted on all non-exempt persons entering the facility. Walk-through Magnetometer screening is the quickest and least intrusive way to ensure no weapons are present.
- B. **INVENTORY SEARCH:** A search whereby the individual's personal property is visually inspected or run through a checkpoint x-ray system in order to ensure that no weapons are present. All bags, purses, briefcases and packages will be scanned or visually inspected for weapons.
- C. **HANDHELD MAGNETOMETER:** Screening will be used if an individual is unable to be cleared through the walk-through Magnetometer. A handheld Magnetometer will be used to rescreen the individual, focusing on the area of the body indicated by the walk-through Magnetometer.
- D. **PAT-DOWN SEARCH:** A search of the individual in which the individual's clothing is not removed. It is a search of the loose outer clothing, as well as a visual check of the individual's body. A pat-down search will only be used as a last resort, after all attempts have been made to clear the individual without having to physically touch the individual.

VIII. Procedures to Follow When Screening:

- A. **Walk-Through Magnetometer:**
 - 1. All non-exempt, incoming individuals will be screened. This includes attorneys, officials from other agencies and anyone not appearing on the exemption list.
 - 2. Individuals wishing entrance will be asked to remove all items from pockets, purses, bags, briefcases, watches, belts and even shoes, if metal is present. These items will be placed on the table next to the screening station for visual inspection and small items will be placed in a plastic bowl to be screened.
 - 3. Individuals will be asked to walk slowly through the Magnetometer. The Magnetometer is equipped with a location light and a tone to indicate if metal is present. By observing the unit, the lights will indicate which area of the body needs to be rechecked.
 - 4. If lights indicate the presence of metal, have the individual check the indicated area again for any metal items that may have been missed and then try passing them through again.

5. After unsuccessful attempts are made to pass through the walk-through unit, security officers shall recheck the individual using a handheld Magnetometer.

B. Inventory Search:

1. Security officers will use a checkpoint x-ray system to screen briefcases, backpacks, parcels, packages and other small to medium-sized objects. If the system is not available, the security officers will visually do an inventory search for weapons.

C. Handheld Magnetometer:

1. Those persons unable to clear the walk-through Magnetometer will be questioned about the possibility of metal in the indicated areas. The handheld Magnetometer will be used to recheck the area indicated by the walk-through unit. Every effort will be made to clear an individual by using the handheld Magnetometer.

D. Pat-Down Search:

1. Pat-down searches will only be conducted in limited cases and only when security officers have reason to believe that a weapon may be present. Pat-down searches will be conducted by a person of the same sex, whenever possible.

E. Emergency Search Exceptions:

1. It is conceivable that a situation may arise where a more extensive pat-down search of an individual of the opposite sex is deemed immediately critical for the safety of the individual, as well as the security of the facility. In such cases where no security officer of the same sex is immediately available, security officers may conduct a pat-down search of that individual. In such a cases, two (2) security officers will be present and the search will be conducted in a professional, conscientious manner.

F. Law Enforcement and Other Exempt Personnel:

1. Police Officers on **official business** will be allowed to keep their weapons. Those not in uniform, but on official business, will be instructed to wear department identification in open view and if challenged by county security officers, shall comply with all instructions. (*Special accommodations will be*

made for undercover officers to prevent them from being identified by the public).

2. Law enforcement officers from this or other jurisdictions here on **personal business** will be not allowed to carry weapons into the facility.
3. A list of other exempt, non-law enforcement personnel will be kept at each screening station. These individuals will not have to pass through the walk-through Magnetometer, but will be identified and questioned as to the nature of their business. Those on official business will be instructed, when possible, to wear identification in open view and if challenged by court security officers, to comply with all instructions.
4. If any person listed as exempt is attempting to enter the facility on personal business, they will not be allowed to carry weapons into the facility.

IX. Screening Process:

- A. Immediately upon entering the facility, individuals shall be greeted by the screening officer and instructed as follows:
 1. If the individual has any prohibited item in their possession, they may return it to their vehicle before proceeding through the screening process. Security officers may require individuals to activate any permitted electronic devices, (*i.e. laptop computers, notebooks, pads, etc.*) to ensure they are working prior to entering the facility.
 2. If possible, all packages, parcels, purses and briefcases shall be scanned. If it is not possible to scan these items, they shall be subject to screening by a handheld Magnetometer. Visual searches shall also be allowed if the security officer deems it necessary. These searches shall be as non-invasive as possible. Screening officers shall limit their search to finding prohibited items and shall not peruse documents, photographs or other personal material.
 3. All metal objects (*loose change, keys, watches, pens, etc.*) shall be placed in the provided container to be retrieved after passing through the walk-through Magnetometer.
- B. Should an individual refuse to allow any package, parcel, purse or briefcase to be examined or refuses to proceed through the walk-through Magnetometer (*except for medical reasons as outlined below*), the individual may be allowed to terminate the screening process, collect his/her property and exit the facility.

- C. If an individual passes through the screening device and activates the alarm, he/she shall be given the opportunity to ascertain whether any metal object may have been overlooked. However, should the individual decide to terminate the screening process and collect his/her property, he/she shall be allowed to do so.
- D. An individual who has activated the alarm and still desires entry into the facility shall be asked to reexamine their person for additional metal objects and deposit any items found into the provided container. They shall then pass through the screening device again. Should the alarm be activated again, the individual shall be screened using a handheld Magnetometer, if entry into the facility is still desired.
- E. Should contraband be discovered, the items(s) shall be confiscated. The security officer may place the person under arrest and immediately call Dispatch to request a law enforcement officer. Should it become necessary during this process, other individuals desiring to enter the facility may be instructed to wait outside and the entrance shall be secured until such time as the situation is resolved.
- F. Should an individual indicate that passing through the screening device would create a potential health hazard (*i.e. pacemaker or other valid medical condition*), the screening officer shall require verification of said condition. The individual shall be allowed to bypass the walk-through Magnetometer and shall be subjected to a pat-down search of their person.

X. **Prohibited Items:**

- A. The following is a list of prohibited items. Individuals found in possession of such items shall be required to return such items to his/her vehicle as a condition of entry into the facility.
 - 1. Firearms.
 - 2. Knives or edged instruments.
 - 3. Aerosol sprays.
 - 4. Pepper spray.
 - 5. Chemical mace.
 - 6. Non-working electronic devices.
 - 7. Razor blades.
 - 8. Glass items.
 - 9. Scissors.

10. Utensils or tools of any kind.
11. Knitting needles or hat pins.
12. Heavy metal items, such as locks, chains, handcuffs, large keys.
13. Any items which could be construed as a potential weapon by the screening officer.
14. **Any form of contraband.** (*Any item that is prohibited by law to be owned, carried, concealed or possessed*).

XI. Legal Items:

- A. When any prohibited item found that is otherwise legal to possess, the individual shall be allowed to return it to his/her vehicle. If the individual chooses to leave the items with the screening officer, it will be for disposal only and the item will not be returned.

XII. Illegal Items:

- A. When any item found that is contraband, the screening officer shall follow the procedure as outlined in Section IX(E) above.

XII. Package or Mail Delivery or Sent:

- A. When a package or mail is to be delivered officers shall NOT accept the item. The Department the item is to be delivered to shall be contacted and they shall come to the security station to sign for and accept the item.
- B. Officers shall NOT hold an item/package at the front desk from another department for pickup or to be mailed.

XIV. Special Circumstances:

- A. **Wheelchairs:**
Individuals in wheelchairs are subject to search. Individuals may remain in the wheelchair if a thorough search can be conducted. Otherwise, the individual must be moved to a different chair while the search is conducted. A chair will be available for this reason. Searches will be conducted of both the individual and the wheelchair.
- B. **Baby Strollers:**
A parent shall remove the infant/child from the stroller in order to pass through the walk-through Magnetometer. The stroller should then be thoroughly searched before being returned to the parent.
- C. **Baby Carriers:**

With the baby left in the carrier the officer shall hand inspect the sides and bottom of the carrier and visually inspect all other parts.

XV. Emergency Situations:

- A. In all emergency situations, push the alarm panel button.
- B. In all emergency situations immediately call Central Dispatch on your portable radio, giving them the necessary details and requesting the required assistance.
- C. Activate a Code Red, Yellow or Green condition per Attachment A.

XVI. After Hours Meetings in Building:

- A. When a Menominee County Department is planning a meeting to be held after normal business hours that department head shall contact the Sheriff's Office to make a specific request.
- B. After hours meeting shall be conducted in a specific meeting room and citizens are not allowed to enter other parts of the building.

Created: 09/01/2016



Sheriff Kenny Marks
Menominee County Sheriff's Office

CODE RED--LOCKDOWN

ATTACHMENT A MENOMINEE COUNTY COURTHOUSE SECURITY

- ❖ **IMMEDIATE OR IMMINENT DANGER** (i.e., active shooter in building, armed person in the building)
 - LOUDLY announce, "CODE RED-LOCKDOWN"
 - Allow nearby patrons who are not in your office to enter your office or courtroom in the event they in the hallway or in transit to or from somewhere in the building
 - Instruct occupants to go to the "Safe Harbor" location
 - Shut and lock office or courtroom door when last person is inside
 - DO NOT open door under any circumstances
 - Shut off lights and computer monitors
 - Close and lock windows
 - Close blinds and/or curtains
 - Verify who is an "extra" person in your office
 - Keep occupants and self down low and huddled closely together (unless in a vault)
 - Keep occupants and self QUIET
 - Disregard fire alarms
 - Disregard "All Clear" announcements
 - You will be cleared by a department head AND a law enforcement officer

CODE YELLOW--SHELTER-IN-PLACE

- ❖ **Danger is possible** (i.e., nearby release of hazardous material, barricaded gunman in nearby vicinity of the courthouse)
 - Close and lock all windows and doors
 - Close blinds and/or curtains
 - Office and courtroom activities can continue on as usual
 - DO NOT allow anyone to leave an office or courtroom unless given permission by a department head or law enforcement officer
 - Wait for further instructions
 - You will be cleared by the P.A. feature of the phone system or a messenger (runner)

In the event of a hazardous material outside of the building:

- Seal cracks between window and door frames with duct tape
- Shut down ventilation system

CODE GREEN--EVACUATE BUILDING OR GROUNDS

- ❖ **A dangerous situation exists requiring immediate evacuation of the courthouse building OR courthouse grounds** (i.e. bomb threat, natural gas leak, hazardous material release inside of building)
 - Leave light switches and other switches as they are
 - Close windows unless instructed not to (close for fires, open for bomb threats)
 - Close door(s) unless instructed not to (close for fires, open for bomb threats)
 - Evacuate the building following pre-designated route
 - Take attendance once at pre-designated meeting area outside of building and report any missing people
 - Wait for further instructions unless the grounds are to be evacuated

NOTICE PRIOR TO ENTRY

Upon entering this building please ensure all packages, purses, briefcases, backpacks, etc. are open or unlocked and ready for inspection by the screening officer.

PROHIBITED ITEMS:

- ⊗ Firearms
- ⊗ Knives or edged instruments
- ⊗ Aerosol sprays, including pepper spray and chemical mace
- ⊗ Non-working electronic devices
- ⊗ Razor blades
- ⊗ Scissors
- ⊗ Knitting needles or hat pins
- ⊗ Heavy metal items
 - ⊗ Locks, chains, handcuffs, large keys
- ⊗ Any item that can be construed by the screening officer as a potential weapon
- ⊗ Any item that is prohibited by law to be owned, carried, concealed or possessed

Take prohibited items back to your vehicle since we will not hold them at the Security Checkpoint while you are in the building.

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Six County Employment Alliance ~ Opposition to New EPA Regulations Resolution
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>The Six County Employment Alliance has approved the attached resolution. Discussion of whether Menominee County would like to also support a similar resolution.</p>	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 09/09/2016
Date

WORKSHOP ACTION

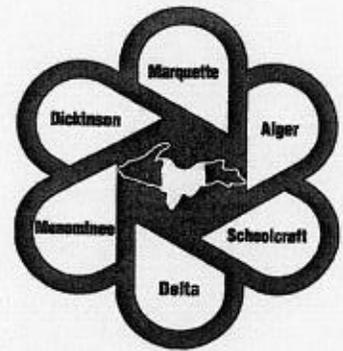
	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Six County Employment Alliance



SIX COUNTY EMPLOYMENT ALLIANCE OPPOSITION TO NEW EPA REGULATIONS

WHEREAS, the Six County Employment Alliance is concerned that Michigan counties have experienced long term and costly delays to road construction projects and also to private projects located in the Upper Peninsula due to the EPA and Army Corps definitions for "Waters of the U.S."

WHEREAS, the U.S. Supreme Court has stated that an applicant spends an average of 788 days of time and \$271,596 to obtain an individual 404 U.S. Corps permit. The Supreme Court chastised these agencies in the 2001 SWANCC case and the 2006 Rapanos case for regulatory overreaching and these agencies have refused to adapt to the pushback they continue to receive from taxpaying landowners.

WHEREAS, the proposed rule, should it become effective, will drain local budgets, hamper business development, increase cost of infrastructure construction and maintenance, and continue an unacceptable level of uncertainty in the permitting processes; and

WHEREAS, these agencies are currently using interpretive guidelines established by the EPA in 2011 and these guidelines do not grant them final authority.

WHEREAS, the EPA now wishes to adopt new regulations which will indeed grant them final authority in matters dealing with waters of the U.S. and will include regulation of man-made ditches, public drains, tributaries, adjacent and neighboring wetlands, ecoregion, significant nexus, surface connection, ground water connection, discharge and possibly much more. Regulation of these latter items had currently resulted in high levels of confusion, delays and increased permitting costs for the applicants. It has also allowed the EPA and Corps to far exceed their applicable regulatory, statutory and constitutional limits. In addition, this regulation is redundant to State wetland regulations that are already in place and mitigate wetland impacts from a prepaid wetland bank of credits for road projects.

NOW, THEREFORE, BE IT RESOLVED That the Six County Employment Alliance hereby opposes the new EPA proposed regulations that would replace the 2011 interpretive guidelines they are currently following concerning the Clean Waters Act definition for "Waters of the United States."

BE IT RESOLVED That the Six County Employment Alliance will support EPA and Corps regulation of traditional navigable waters only.

Sincerely,

Gerald O. Corkin
Chair

Jerry Doucette
Vice Chair

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Commissioner Per Diems and Expenses
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Board to review Commissioner Per diems and expenses as recently submitted for payment.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 09/09/2016
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

Mileage: .54 cents/mile ~ effective 01 January 2016

*Meals Breakfast - \$9.00
 Lunch - \$11.00
 Dinner - \$20.00

*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: William Cech ~ District 5

Date	Meeting Place	# of miles	X .54/mile	Total Cost	Account Number
8/1/16	Parks + Rec	32		17.28	101-101-860.05
8/9/16	Cty Bd. Meeting	32		17.28	101-101-860.05
8/10/16	mining "	48		25.92	101-101-860.05
8/23/16	Cty Bd "	32			101-101-860.05
8/23/16	911 Govern.	34		18.36	101-101-860.05
				z	101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
				78.84	
			Total Mileage		
Total Mileage Fee					78.84

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10th Ave., Menominee, MI 49858

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

William J. Cech

Signed

8/25/16

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
AUG 31 2016
BY: *AD* *12/16*

Mileage: .54 cents/mile ~ effective 01 January 2016

*Meals Breakfast - \$9.00
 Lunch - \$11.00
 Dinner - \$20.00

*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: Bernie Lang ~ District 2

Date	Meeting Place	# of miles	X .54/mile	Total Cost	Account Number
2016					
08-09	CO. RD. STEPH	46			
08-09	CAA FIN - ESCA	110			101-101-860.02
08-23	CO. RD - STEPH	46			101-101-860.02
08-30	CAA - ESCA	110			101-101-860.02
		312	$312 \times .54 = 168.48$		101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
			Total Mileage		
				Total Mileage Fee	<u>168.48</u>

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10th Ave., Menominee, MI 49858

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

B. Lang

Signed

08-31-16

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

RECEIVED
AUG 31 2016
BY: *AB*

Mileage: \$.54/mile – effective 01 January 2016

*Meals Breakfast - \$ 9.00
 Lunch - \$11.00
 Dinner - \$20.00

*must attach receipt for reimbursement

*meals provided by conference will NOT be reimbursed

Name: **Jan Hafeman ~ District 8**

Date	Meeting Place	# of miles	X.54/mile	Total Cost	Account Number
8/9/16	CB- Annex	34	18.36		101-101-860.10
8/12/16	CB Fin-Annex	34	18.36		101-101-860.10
8/23/16	CB-Annex	34	18.36		101-101-860.10
8/25/16	Pinecrest-Pinecrest	14	7.56		101-101-860.10
8/26/16	UPCAP-Escanaba	58	31.32		101-101-860.10
8/30/16	GIS- Annex	34	18.36		101-101-860.10
8/31/16	Bd of Health-Menominee	76	41.04		101-101-860.10
					101-101-860.10
					101-101-860.10
		284	Total Mileage		
Total Mileage Fee					153.36

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10th Ave., Menominee, MI 49858

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Jan Hafeman

Signed

8/31/16

MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER

Mileage: .54 cents/mile ~ effective 01 January 2016

*Meals Breakfast - \$9.00
 Lunch - \$11.00
 Dinner - \$20.00

*must attach receipt for reimbursement

*meals provided by conferences will NOT be reimbursed

Name: Larry Schei ~ District 4

Date	Meeting Place	# of miles	X .54/mile	Total Cost	Account Number
	<i>MENOMINEE</i>				
8/9/16	FNBT - MENOMINEE	15		7.02	101-101-860.04
8/9/16	ANNEX - STEPHENSON	32		17.28	101-101-860.04
8/12/16	ANNEX - STEPHENSON	32		17.28	101-101-860.04
8/16/16	SNBT - MARINETTE	18		9.72	101-101-860.04
8/16/16	LIBRARY - STEPHENSON	32		17.28	101-101-860.04
8/23/16	ANNEX - STEPHENSON	32		17.28	101-101-860.04
8/31/16	PHDM - MENOMINEE	16		8.64	101-101-860.04
		175		94.50	101-101-860.04
		175		175	101-101-860.04
			Total Mileage	175	
				Total Mileage Fee	\$ 94.50

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10th Ave., Menominee, MI 49858

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Larry Schei

Signed

9/01/16

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS REIMBURSEMENT VOUCHER

Mileage: .54 cents/mile ~ effective 01 January 2016

*Meals
 Breakfast - \$9.00
 Lunch - \$11.00
 Dinner - \$20.00

*must attach receipt for reimbursement
 *meals provided by conferences will NOT be reimbursed

Name: Gerald L. Piche - District 7

Date	Meeting Place	# of miles	X .54/mile	Total Cost	Account Number
8/9/16	Annex - County Board	30		16.20	101-101-860.07
					101-101-860.07
8/9/16	Road Commission	25		13.50	101-101-860.07
					101-101-860.07
3/10/16	Lake Twp. Mining Group	_____		_____	101-101-860.07
					101-101-860.07
8/23/16	Annex - County Board	30		16.20	101-101-860.07
					101-101-860.07
					101-101-860.07
85			Total Mileage		
				Total Mileage Fee	45.90

KMS

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10th Ave., Menominee, MI 49858

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Gerald Piche

Signed

9/6/16

Date

RECEIVED

SEP 06 2016

BY: AA

Commissioner Per Diem (Meeting Fee) Expense Form

Name of Commissioner Cerald Piche

\$50.00 per meeting - Reg. or Special County Board meeting (or external committees/boards)
\$75.00 MAC or UPACC Conference

Date	Meeting Description & Duration	Meeting Expense
8/9/16	Road Comission	50. —
8/9/16	County Board	50. —
8/10/16	Mining Work Group	—
8/23/16	County Board	50. —
Total Per Diem		150. —

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Commissioner Signature: Cerald Piche

Date: 9/6/16

RECEIVED
 SEP 06 2016
 BY: AA

Handwritten initials

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
DISCUSSION ITEM**

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
Board to review recently submitted Miscellaneous Bills as paid on August 25, 26 & 31 and Sept. 7 & 8, 2016 in the combined amount of \$340,804.93.	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 09/09/2016
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

General Fund Expenditures

101-101 Board of Commissioners
101-103 Other Legislative
101-131 Circuit/Family Court
101-132 Family Court
101-136 District Court
101-141 Friend of Court
101-148 Probate Court
101-150 Jury Commission
101-172 County Administrator
101-192 Board of Canvassers
101-211 Legal
101-215 County Clerk
101-253 County Treasurer
101-257 Equalization
101-261 MSU Extension
101-262 Elections
101-265 Courthouse Grounds
101-267 Prosecuting Attorney
101-268 Register of Deeds
101-275 Drain Commissioner
101-301 Sheriff Department
101-331 Marine Law
101-332 Snowmobile Law
101-334 Off-Road Recreational Vehicle
101-335 ATV Education
101-401 Planning Commission
101-402 Brownfield Authority
101-426 Emergency Management
101-526 Waste Management
101-601 Health & Welfare
101-648 Medical Examiner
101-681 Vets Burial & Relief
101-682 Veterans Affairs
101-728 Economic Development
101-997 Appropriations
101-999 Operating Transfers

Special Revenue Funds

205 Road Patrol
206 Sheriff Work Van
208 County Parks
215 Friend of Court
216 County Airport
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
263 Pistol Licensing
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E911
269 Law Library
271 County Library
272 CDBG - Wells Fargo Grant
274 CDBG - County
277 LEPC
280 Inmate Canteen fund
281 K-9
282 Justice Training
285 Senior Citizens
292 Child Care
294 Veterans' Trust
296 Special Child Care Funds

516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

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CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
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CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN
DESCRIPTION

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ADE INCORPORATED				
32124	SALCE Assessment	101-136-755.00	150.00	150.00
TOTAL VENDOR ADE INCORPORATED				150.00
VENDOR NAME: ANDERSON, LAUREL				
Burial	Blanche Marie Meyers	101-681-833.00	300.00	300.00
TOTAL VENDOR ANDERSON, LAUREL				300.00
VENDOR NAME: AT&T MOBILITY				
287252234966	August 10 - September 9 (906-792-5968)	101-132-850.00	31.61	31.61
TOTAL VENDOR AT&T MOBILITY				31.61
VENDOR NAME: BADGER MAILING & SHIPPING				
88254	Contract # 1193-01 (Treasurer's Office)	101-253-729.01	701.19	701.19
TOTAL VENDOR BADGER MAILING & SHIPPING				701.19
VENDOR NAME: BAYCOM INC				
PB77	2nd Payment - Port Security Project	101-103-755.00	4,500.00	4,500.00
TOTAL VENDOR BAYCOM INC				4,500.00
VENDOR NAME: BEAVER, BARRY				
Burial	Bernie Beaver	101-681-833.00	300.00	300.00
TOTAL VENDOR BEAVER, BARRY				300.00
VENDOR NAME: BELLIN HEALTH				
11558904	Pre-employment Exam (Karen Lawless)	101-301-835.00	80.50	80.50
TOTAL VENDOR BELLIN HEALTH				80.50
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
20172	2008 Chevy Impala - Vehicle Maintenance	101-265-981.00	119.49	119.49
20201	2016 Ford Explorer - Vehicle Maintenance	205-315-934.02	70.59	70.59
20202	2016 Ford Explorer - Vehicle Maintenance	205-315-934.02	34.90	34.90
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				224.98
VENDOR NAME: BLUETARP FINANCIAL, INC.				
D62043	Inmate Supplies	101-301-770.00	134.75	134.75
D60744	Marine Supplies	101-331-755.00	7.70	7.70
TOTAL VENDOR BLUETARP FINANCIAL, INC.				142.45
VENDOR NAME: BP				
48131782	Road Patrol Gasoline Sales (August 2016)	205-315-742.00	280.81	280.81
TOTAL VENDOR BP				280.81
VENDOR NAME: BRANZ, KATHLEEN				
Parks Committee	Per Diem & Mileage	208-751-860.00	50.00	77.00
		208-751-860.00	27.00	
TOTAL VENDOR BRANZ, KATHLEEN				77.00
VENDOR NAME: BRUNELLE, JENNIFER				
Reimbursement	Meals & Mileage	296-663-860.00	78.54	78.54
TOTAL VENDOR BRUNELLE, JENNIFER				78.54
VENDOR NAME: BS&A SOFTWARE				
107653	Software Set Up & Training	101-103-970.16	27,175.00	27,175.00
TOTAL VENDOR BS&A SOFTWARE				27,175.00
VENDOR NAME: CADIEU FUNERAL HOME				
Burial	Helen Hoffman	101-681-833.00	300.00	300.00
Burial	James Frank Mottl	101-681-833.00	300.00	300.00
Burial	James Francis Murray, Sr.	101-681-833.00	300.00	300.00
Burial	Jean Annette Windbiel	101-681-833.00	300.00	300.00
Burial	Rosemary Edquist	101-681-833.00	300.00	300.00
Burial	William Gailen Palladeau	101-681-833.00	300.00	300.00
Burial	Joseph Max Etersky	101-681-833.00	300.00	300.00
Burial	James Arthur Fehrenbach	101-681-833.00	300.00	300.00
Burial	Wilbur Russell Curtis	101-681-833.00	300.00	300.00

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INVOICE NUMBER	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN DESCRIPTION	DISTRIBUTIONS/AMOUNTS		AMOUNT
VENDOR NAME: CADIEU FUNERAL HOME				
Burial	Tiodolo Fidel Perea	101-681-833.00	300.00	300.00
Burial	Ellen Louise Williams	101-681-833.00	300.00	300.00
Burial	Dennis John Nelson	101-681-833.00	300.00	300.00
Burial	Stella Margaret Dietrich	101-681-833.00	300.00	300.00
Burial	Donna Lee Mary Bottkol	101-681-833.00	300.00	300.00
TOTAL VENDOR CADIEU FUNERAL HOME				4,200.00
VENDOR NAME: CBM MANAGED SERVICES				
STDINV04507	Inmate Meals	101-301-770.00	2,208.13	2,208.13
TOTAL VENDOR CBM MANAGED SERVICES				2,208.13
VENDOR NAME: CELLCOM				
293721	Airport - Cellular Services	216-585-850.00	54.48	54.48
TOTAL VENDOR CELLCOM				54.48
VENDOR NAME: CLOVERLAND PAPER CO				
112348	Annex Supplies	101-265-755.01	40.43	40.43
112346	Courthouse Supplies	101-265-755.01	175.02	175.02
112347	Jail Supplies	101-301-770.00	311.52	311.52
112407	Courthouse Supplies	101-265-755.01	56.49	56.49
TOTAL VENDOR CLOVERLAND PAPER CO				583.46
VENDOR NAME: COAST TO COAST COMPUTER PROD.				
A1520627	Toner's (Treasurer's Office)	101-253-727.00	359.97	359.97
TOTAL VENDOR COAST TO COAST COMPUTER PROD.				359.97
VENDOR NAME: COLEMAN ENGINEERING COMPANY				
26973	GIS Mapping	517-252-970.00	8,170.00	8,170.00
TOTAL VENDOR COLEMAN ENGINEERING COMPANY				8,170.00
VENDOR NAME: COOPER OFFICE EQUIPMENT				
136730	Contract # 1408-01 (Road Patrol)	205-315-727.00	135.00	135.00
TOTAL VENDOR COOPER OFFICE EQUIPMENT				135.00
VENDOR NAME: DATASPEC, LLC				
4314	Program Purchase - Veterans Affairs	101-682-802.00	399.00	399.00
TOTAL VENDOR DATASPEC, LLC				399.00
VENDOR NAME: DECUR, JASON				
Refund	Camping Reimbursement	208-751-964.00	46.00	46.00
TOTAL VENDOR DECUR, JASON				46.00
VENDOR NAME: DENNIS-RULEAU, DAWN				
8/17/16	RDSS Training	101-132-801.01	34.00	34.00
TOTAL VENDOR DENNIS-RULEAU, DAWN				34.00
VENDOR NAME: DOUGOVITO, GREG				
Reimbursement	Meals	101-132-801.00	2.75	2.75
6171	Holdover/Transportation of Juvenile	101-132-801.01	37.50	90.00
		101-132-801.00	52.50	
8/17/16	RDSS Training	101-132-801.01	34.00	34.00
TOTAL VENDOR DOUGOVITO, GREG				126.75
VENDOR NAME: DSS CORPORATION				
19552	Active Shooter Course	266-326-881.00	99.00	99.00
TOTAL VENDOR DSS CORPORATION				99.00
VENDOR NAME: DTE ENERGY				
462245200011	Annex	101-261-920.04	37.80	37.80
TOTAL VENDOR DTE ENERGY				37.80
VENDOR NAME: DUROCHER, TONY				
8/17/16	RDSS Training	101-132-801.01	34.00	34.00
TOTAL VENDOR DUROCHER, TONY				34.00

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INVOICE NUMBER	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ERNEST, ROBERT				
Reimbursement	Camping Refund	208-751-964.00	150.00	150.00
TOTAL VENDOR ERNEST, ROBERT				150.00
VENDOR NAME: FARTHING, PATRICIA				
Burial	James Farthing	101-681-833.00	300.00	300.00
TOTAL VENDOR FARTHING, PATRICIA				300.00
VENDOR NAME: FERDON, DEBRA				
8/17/16	RDSS Training	101-132-801.01	34.00	34.00
TOTAL VENDOR FERDON, DEBRA				34.00
VENDOR NAME: FERGUSON, ANTHONY				
8/17/19	RDSS Training	101-132-801.01	34.00	34.00
TOTAL VENDOR FERGUSON, ANTHONY				34.00
VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT				
01449	FOC - Office Supplies	101-141-727.00	86.20	86.20
TOTAL VENDOR FRIENDS OFC PROD WHSE DIRECT				86.20
VENDOR NAME: FROST, LISA				
Reimbursement	Meal	101-132-860.00	11.00	11.00
Transcripts	Balance Due on Appeals Transcripts	101-132-806.00	151.45	151.45
TOTAL VENDOR FROST, LISA				162.45
VENDOR NAME: GARCIA LINDA				
8/23/16	RDSS Training	101-132-801.01	34.00	34.00
TOTAL VENDOR GARCIA LINDA				34.00
VENDOR NAME: GBS INC.				
16-27121	Traffic Citations (Road Patrol)	205-315-755.00	272.99	272.99
TOTAL VENDOR GBS INC.				272.99
VENDOR NAME: GUNDERMAN, MARY				
8/17/16	RDSS Training	101-132-801.01	34.00	34.00
6169	Holdover:Transportation of Juvenile	101-132-801.01	17.50	90.00
		101-132-801.00	72.50	
Reimbursement	Meals/Mileage	101-132-801.00	135.28	135.28
TOTAL VENDOR GUNDERMAN, MARY				259.28
VENDOR NAME: HUBBARD, VONNIE				
8/17/16	RDSS Training	101-132-801.01	34.00	34.00
TOTAL VENDOR HUBBARD, VONNIE				34.00
VENDOR NAME: IHANDER, AARON				
Reimbursement	Uniform Allowance	205-315-745.00	80.54	80.54
TOTAL VENDOR IHANDER, AARON				80.54
VENDOR NAME: INTERNAL REVENUE SERVICE				
Medical Examiner	August 2016 (Dr. Michael Zevitis MD)	101-648-709.00	2,030.00	2,030.00
TOTAL VENDOR INTERNAL REVENUE SERVICE				2,030.00
VENDOR NAME: J S ELECTRONICS, INC.				
19363	Maintenance on Portable Radio	205-315-934.01	137.25	137.25
19402	Repair Light Bar	205-315-934.02	165.06	165.06
19395	Digital Pager (Medical Examiner)	101-648-850.00	129.00	129.00
TOTAL VENDOR J S ELECTRONICS, INC.				431.31
VENDOR NAME: J.F. AHERN COMPANY				
157390	Agreement #21475	101-301-770.00	177.90	177.90
157394	Annual Inspection (Agreement #28856)	266-325-755.00	54.95	54.95
TOTAL VENDOR J.F. AHERN COMPANY				232.85
VENDOR NAME: JOEL HENSLEY, RN				

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN				
VENDOR NAME: JOEL HENSLEY, RN				
Medical Examiner	August 2016	101-648-709.00	1,080.00	1,840.00
		101-648-835.00	760.00	
Nursing Services	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR JOEL HENSLEY, RN				3,205.00
VENDOR NAME: KANDACE R. CURRAN				
Reimbursement	Class Fee, Ferry Charge, Lunch	101-257-860.00	78.98	78.98
TOTAL VENDOR KANDACE R. CURRAN				78.98
VENDOR NAME: LENCA SURVEYING				
16150	Remon Yr 2016 (August 5 - August 19, 2016)	243-246-801.07	1,695.32	1,695.32
TOTAL VENDOR LENCA SURVEYING				1,695.32
VENDOR NAME: LESPERANCE, DIANE				
Reimbursement	Meals & Mileage	517-252-860.00	164.56	184.75
		101-253-860.00	20.19	
TOTAL VENDOR LESPERANCE, DIANE				184.75
VENDOR NAME: MARINETTE FARM & GARDEN				
368805	K9 Supplies	101-301-881.01	51.99	51.99
TOTAL VENDOR MARINETTE FARM & GARDEN				51.99
VENDOR NAME: MATHIEU MARYE				
Jury Commission	Mileage & Per Diem	101-150-710.00	100.00	101.72
		101-150-860.00	1.72	
TOTAL VENDOR MATHIEU MARYE				101.72
VENDOR NAME: MATTSON, DAVID ALLEN				
Burial	Clarence J. Mattson	101-681-833.00	300.00	300.00
TOTAL VENDOR MATTSON, DAVID ALLEN				300.00
VENDOR NAME: MEADE, BRENDA				
8/23/16	RDSS Training	101-132-801.01	34.00	34.00
TOTAL VENDOR MEADE, BRENDA				34.00
VENDOR NAME: MENARDS - MARINETTE				
16715	Building & Ground Supplies	101-265-755.00	20.58	20.58
16716	Vestibule Project Supplies	101-103-998.04	214.96	214.96
16829	Building & Ground Supplies	101-265-755.00	18.05	18.05
16646	Inmate Supplies	101-301-770.00	99.04	99.04
TOTAL VENDOR MENARDS - MARINETTE				352.63
VENDOR NAME: MENOMINEE COUNTY SHERIFF DEPT				
WV174	Work Van Services	517-252-931.00	21.00	21.00
TOTAL VENDOR MENOMINEE COUNTY SHERIFF DEPT				21.00
VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY				
10263117	Fuel Filter for Lawn Tractor	101-265-981.00	2.16	2.16
10261596	Starting Cable for Lawn Mower (Work Van)	206-301-934.00	15.36	15.36
TOTAL VENDOR MENOMINEE INDUSTRIAL SUPPLY				17.52
VENDOR NAME: METCOM				
96761	3 Pt Cash Receipts (District)	101-136-727.00	290.00	290.00
TOTAL VENDOR METCOM				290.00
VENDOR NAME: MICHELLE LARSON				
8/12/16	Can Zone - July 2016	296-668-801.00	23.76	128.76
		296-668-801.00	105.00	

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CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MICHELLE LARSON				
8/12/16	Duby Park	296-668-801.00	22.68	232.68
		296-668-801.00	210.00	
TOTAL VENDOR MICHELLE LARSON				361.44
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0120399-001	Office Supplies	517-252-727.00	17.65	17.65
0120384-001	Inmate Supplies	101-301-770.00	47.90	47.90
0119765-001	Office Supplies (Sheriff Dept)	101-301-727.00	67.11	67.11
0120328-001	Office Supplies - Road Patrol	205-315-727.00	2.80	2.80
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				135.46
VENDOR NAME: NIEMI, DANIEL R.				
8/17/16	RDSS Training	101-132-801.01	34.00	34.00
TOTAL VENDOR NIEMI, DANIEL R.				34.00
VENDOR NAME: OFFICE DEPOT, INC.				
854294576001	Office Supplies (District)	101-136-727.00	24.98	24.98
854294681001	Office Supplies (District)	101-136-727.00	54.89	54.89
846104546001	Office Supplies (Admin)	101-172-727.00	37.88	37.88
TOTAL VENDOR OFFICE DEPOT, INC.				117.75
VENDOR NAME: OTIS ELEVATOR COMPANY				
CVE05003916	9/1/16 - 11/30/16	101-285-801.00	660.45	660.45
TOTAL VENDOR OTIS ELEVATOR COMPANY				660.45
VENDOR NAME: OWENS, KAREN A.				
8/11/16	After School Program	296-668-801.00	324.00	324.00
8/11/16	Teen Awareness Program	296-668-801.00	54.00	54.00
TOTAL VENDOR OWENS, KAREN A.				378.00
VENDOR NAME: PAUL W. CAMPBELL CONSTRUCTION				
8/2/16	Crushed Gravel (Parks)	208-751-930.03	120.00	120.00
TOTAL VENDOR PAUL W. CAMPBELL CONSTRUCTION				120.00
VENDOR NAME: PICHE, GERALD L.				
Reimbursement	Mileage - July 2016	101-101-860.07	107.46	107.46
TOTAL VENDOR PICHE, GERALD L.				107.46
VENDOR NAME: POLASKY, NANCY				
Jury Commission	Mileage & Per Diem	101-150-710.00	100.00	111.00
		101-150-860.00	11.00	
TOTAL VENDOR POLASKY, NANCY				111.00
VENDOR NAME: PORT SUPPLY				
3355496	Marine Supplies (Donation Expense)	101-331-755.01	492.59	492.59
TOTAL VENDOR PORT SUPPLY				492.59
VENDOR NAME: QUALITY WATER SPECIALISTS				
183491	Iron Fighter (x4)	101-265-801.00	67.80	67.80
TOTAL VENDOR QUALITY WATER SPECIALISTS				67.80
VENDOR NAME: RANDALL PHILLIPPS				
August 2016	Show Cause Hearings	101-131-807.00	1,000.00	1,500.00
		101-132-807.00	500.00	
TOTAL VENDOR RANDALL PHILLIPPS				1,500.00
VENDOR NAME: RIESTERER & SCHNELL, INC.				
1058178	Parts for Mower Repair (Parks)	208-751-930.02	12.65	12.65
TOTAL VENDOR RIESTERER & SCHNELL, INC.				12.65
VENDOR NAME: SCHRAUB, DARLENE				

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CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
 EXP CHECK RUN DATES 08/25/2016 - 08/25/2016
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AUG 23 2016

AMB

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: SCHRAUB, DARLENE				
Jury Commission	Mileage & Per Diem	101-150-710.00	100.00	103.30
		101-150-860.00	3.30	
TOTAL VENDOR SCHRAUB, DARLENE				103.30
VENDOR NAME: SEEFELDT, BELINDA				
8/17/16	RDSS Training	101-132-801.01	34.00	34.00
TOTAL VENDOR SEEFELDT, BELINDA				34.00
VENDOR NAME: SEXTON, RICHARD				
Reimbursement	Mileage	101-426-860.00	96.12	96.12
Reimbursement	USB Cable, Phone Charger	101-426-755.00	51.85	51.85
Reimbursement	Mileage	101-426-860.00	170.64	170.64
TOTAL VENDOR SEXTON, RICHARD				318.61
VENDOR NAME: SMITH, GREG				
Reimbursement	Uniform Allowance	205-315-745.00	80.56	80.56
TOTAL VENDOR SMITH, GREG				80.56
VENDOR NAME: SQUIRES-STEPNIAK, REBECCA				
Reimbursement	Mileage - July 2016	296-665-860.00	379.62	379.62
TOTAL VENDOR SQUIRES-STEPNIAK, REBECCA				379.62
VENDOR NAME: STANDARD INSURANCE COMPANY				
September 2016	Life Insurance Premium	101-101-713.00	21.24	224.20
		101-132-713.00	6.49	
		101-136-713.00	11.80	
		101-141-713.00	9.44	
		101-148-713.00	0.59	
		101-215-713.00	11.80	
		101-172-713.00	4.72	
		101-287-713.00	11.80	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-265-713.00	4.72	
		101-301-713.00	51.92	
		101-682-713.00	2.36	
		101-426-713.00	2.36	
		216-585-713.00	2.36	
		271-790-713.00	9.44	
		296-663-713.00	2.36	
		296-664-713.00	2.36	
		296-665-713.00	2.36	
		208-751-713.00	2.36	
		205-316-713.00	2.36	
		205-315-713.00	25.96	
		266-325-713.00	16.52	
		266-326-713.00	2.36	
TOTAL VENDOR STANDARD INSURANCE COMPANY				224.20
VENDOR NAME: STROMGREN, PEGGY				
8/17/16	RDSS Training	101-132-801.01	34.00	34.00
TOTAL VENDOR STROMGREN, PEGGY				34.00
VENDOR NAME: THE EBCO COMPANY, LLC				
016147	FOC - Legal Size Folders (x1250)	215-141-934.00	2,077.50	2,077.50
TOTAL VENDOR THE EBCO COMPANY, LLC				2,077.50
VENDOR NAME: TWIN CITY ELECTRIC, INC.				
80361	Emergency 24 Annual Monitoring Fee	101-103-801.00	165.00	165.00
TOTAL VENDOR TWIN CITY ELECTRIC, INC.				165.00
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE				
311115802	Konica Bizhub 423	101-172-942.00	263.31	263.31

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: U.S. BANK EQUIPMENT FINANCE				
TOTAL VENDOR U.S. BANK EQUIPMENT FINANCE				263.31
VENDOR NAME: VANEYCK, STEPHEN 8/17/16	RDSS Training	101-132-801.01	34.00	34.00
TOTAL VENDOR VANEYCK, STEPHEN				34.00
VENDOR NAME: VERIZON WIRELESS 9769584303	Cellular Services	101-265-850.01 101-301-850.00 101-682-850.00 205-315-850.00 266-325-850.00	307.29 457.30 32.45 303.18 0.57	1,100.79
TOTAL VENDOR VERIZON WIRELESS				1,100.79
VENDOR NAME: WACHAL, JUDY Burial	Beatrice Nemetz	101-681-833.00	300.00	300.00
TOTAL VENDOR WACHAL, JUDY				300.00
VENDOR NAME: WALTER BROTHERS INC 13216	Marine Supplies	101-331-755.00	15.70	15.70
TOTAL VENDOR WALTER BROTHERS INC				15.70
VENDOR NAME: WARNER, FREDRICK 8/17/16	RDSS Training	101-132-801.01	34.00	34.00
TOTAL VENDOR WARNER, FREDRICK				34.00
VENDOR NAME: WHITE WATER ASSOCIATES, INC. 149133 149105	Water Analysis - Beach House at Shakey Lakes Water Analysis	208-751-920.00 208-751-920.00	17.00 17.00	17.00 17.00
TOTAL VENDOR WHITE WATER ASSOCIATES, INC.				34.00
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP 0402047856-00008 0402047856-00005	Kleinke Park Kleinke Park	208-751-920.01 208-751-920.01	1,062.94 157.31	1,062.94 157.31
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				1,220.25
VENDOR NAME: WORMWOOD, DEBRA Reimbursement Reimbursement Reimbursement	Mileage Meals & Mileage Mileage - 911 Gov Board	266-325-860.00 266-326-881.00 266-325-860.00	22.68 152.27 22.68	22.68 152.27 22.68
TOTAL VENDOR WORMWOOD, DEBRA				197.63
				71,719.27

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CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: UNITED STATES POST OFFICE				
Postage	Jury Commission - 2nd Mailing	101-150-729.00	186.76	186.76
TOTAL VENDOR UNITED STATES POST OFFICE				186.76
				186.76

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SKB

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
Credit Card 48826	Mastercard Airport (July 15 - August 12, 2016) 216-585-742.00 216-585-755.02	08/12/2016 jessicaw	08/31/2016	77.31	77.31	Open
				35.00		
				42.31		
# of Invoices:	1 # Due: 1	Totals:		77.31	77.31	
# of Credit Memos:	0 # Due: 0	Totals:		0.00	0.00	
Net of Invoices and Credit Memos:				77.31	77.31	
— TOTALS BY FUND —						
	216 - TWMN COUNTY AIRPORT			77.31	77.31	
— TOTALS BY DEPT/ACTIVITY —						
	585 - AIRPORT EXPENDITURE			77.31	77.31	

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CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

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AUG 31 2016
BLS

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ARAMARK UNIFORM SERVICES INC				
1677451493	Airport Supplies	216-585-755.01	40.81	71.29
		216-585-745.00	30.48	
TOTAL VENDOR ARAMARK UNIFORM SERVICES INC				71.29
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863661408	Telephone Services	266-325-850.00	338.48	338.48
TOTAL VENDOR AT&T - CAROL STREAM, IL				338.48
VENDOR NAME: BLICKHAM, MARCIE				
Reimbursement	Camping Refund	208-751-964.00	50.00	50.00
TOTAL VENDOR BLICKHAM, MARCIE				50.00
VENDOR NAME: BOURGEOIS, ROBYN				
Reimbursement	Lunch - W/MI Border Meeting	101-141-860.00	8.95	8.95
TOTAL VENDOR BOURGEOIS, ROBYN				8.95
VENDOR NAME: BRUCKARDT, ERNEST				
16-006(55)	Back Rent (Deborah Knemschield)	294-683-835.00	1,500.00	1,500.00
TOTAL VENDOR BRUCKARDT, ERNEST				1,500.00
VENDOR NAME: CECH, WILLIAM				
Reimbursement	Mileage - August 2016	101-101-860.05	78.84	78.84
TOTAL VENDOR CECH, WILLIAM				78.84
VENDOR NAME: CLOVERLAND PAPER CO				
112467	Courthouse Supplies	101-265-755.01	172.49	172.49
TOTAL VENDOR CLOVERLAND PAPER CO				172.49
VENDOR NAME: DEKETO, LLC				
341	Ribbon for Datamax Printer (x5) - ROD	101-268-727.00	88.50	88.50
338	Thermal Transfer Labels (ROD)	101-268-727.00	134.00	134.00
TOTAL VENDOR DEKETO, LLC				222.50
VENDOR NAME: DOUGOVITO, GREG				
6174	Additional Funds owed for Holdover/Transport 8/3/16	101-132-801.00	37.50	37.50
TOTAL VENDOR DOUGOVITO, GREG				37.50
VENDOR NAME: KANDACE R. CURRAN				
Reimbursement	Bridge Fair (x2)	101-257-742.00	8.00	8.00
TOTAL VENDOR KANDACE R. CURRAN				8.00
VENDOR NAME: KLEIMAN, MARC				
Reimbursement	Mileage	101-262-860.00	22.68	531.36
		101-215-860.00	508.68	
TOTAL VENDOR KLEIMAN, MARC				531.36
VENDOR NAME: MAC SERVICE CORPORATION				
m1034	2017 County Dues (July 1, 16 to June 30, 17)	101-103-802.00	5,543.46	5,543.46
TOTAL VENDOR MAC SERVICE CORPORATION				5,543.46
VENDOR NAME: PALMER, MARY				
Reimbursement	Plant Food (Walmart)	101-265-930.02	10.47	10.47
TOTAL VENDOR PALMER, MARY				10.47
VENDOR NAME: PRINTERSPLUS!				
14688	Double Window Envelopes (Treasurer's Office)	101-253-727.00	75.00	75.00
TOTAL VENDOR PRINTERSPLUS!				75.00
VENDOR NAME: STEPHENSON NATIONAL BANK&TRUST				
16-005 (55)	Auto Loan & Mortgage (Veteran P. Simmons)	294-683-835.00	1,285.02	1,285.02
TOTAL VENDOR STEPHENSON NATIONAL BANK&TRUST				1,285.02

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: WE ENERGY				
16-004 (55)	Electric for Veteran (J. Smith Sr.)	294-683-835.00	1,500.00	1,500.00
TOTAL VENDOR WE ENERGY				1,500.00
VENDOR NAME: WHITE WATER ASSOCIATES, INC.				
149242	Water Analysis	208-751-920.00	17.00	17.00
TOTAL VENDOR WHITE WATER ASSOCIATES, INC.				17.00
VENDOR NAME: WILLIAMS, RAYMOND				
Reimbursement	Mileage - August 2016	101-101-860.01	54.00	54.00
TOTAL VENDOR WILLIAMS, RAYMOND				54.00
				11,504.36

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CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE REGISTER REPORT FOR MENOMINEE COUNTY
EXP CHECK RUN DATES 09/07/2016 - 09/07/2016
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VENDOR CODE: 08177

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
Credit Card 48969	Sam's Club MC/SYNCE 8/16 - 8/19/16 - Sheriff Department jessica 101-301-770.00	08/23/2016	09/07/2016	441.39	441.39	Open
	Sam's Club - PRISONERS BOARD			441.39		
# of Invoices:	1 # Due: 1	Totals:		441.39	441.39	
# of Credit Memos:	0 # Due: 0	Totals:		0.00	0.00	
Net of Invoices and Credit Memos:				441.39	441.39	
— TOTALS BY FUND —						
	101 - GENERAL FUND			441.39	441.39	
— TOTALS BY DEPT/ACTIVITY —						
	301 - SHERIFF DEPARTMENT			441.39	441.39	

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MENOMINEE COUNTY MICHIGAN

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CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
EXP CHECK RUN DATES 09/08/2016 - 09/08/2016
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTION	AMOUNTS	AMOUNT
VENDOR NAME: ALFREDSON BROTHERS CONST CO.				
Project # 4102	Vestibule Project	101-103-998.04	72,218.70	72,218.70
TOTAL VENDOR ALFREDSON BROTHERS CONST CO.				72,218.70
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI				
1614900	Bath House	208-751-920.01	79.76	79.76
367100	N8390 Beach House	208-751-920.01	569.71	569.71
367200	Northwest Campsites	208-751-920.01	1,192.70	1,192.70
369802	W8449 Co Rd G12 Campsites	208-751-920.01	394.78	394.78
370500	Shakey Lakes Office/Shop	208-751-920.01	49.45	49.45
379700	Storage Shed	208-751-920.01	119.89	119.89
380300	Shower Building	208-751-920.01	344.07	344.07
383001	Shakey Lakes Park/Horse	208-751-920.01	37.57	37.57
383200	N8380 Co Park Rd 20.5	208-751-920.01	939.86	939.86
1503500	N8380 Co Park Rd. 20.5	208-751-920.01	798.74	798.74
383301	Shakey Lakes Park/Cattle	208-751-920.01	522.38	522.38
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI				5,048.91
VENDOR NAME: ARAMARK UNIFORM SERVICES INC				
1677456004	Airport Supplies	216-585-755.01	40.81	71.29
		216-585-745.00	30.48	
TOTAL VENDOR ARAMARK UNIFORM SERVICES INC				71.29
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863444108	August 19 - September 18, 2016	101-103-850.00	1,049.21	1,049.21
906863202308	August 19 - September 18, 2016	101-103-850.00	641.63	641.63
TOTAL VENDOR AT&T - CAROL STREAM, IL				1,690.84
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
20209	2016 Ford Explorer - Vehicle Maintenance	205-315-934.02	34.90	34.90
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				34.90
VENDOR NAME: BRUNELLE, JENNIFER				
August 2016	Crisis Intervention	296-668-801.00	570.00	570.00
TOTAL VENDOR BRUNELLE, JENNIFER				570.00
VENDOR NAME: CBM MANAGED SERVICES				
STDINV04831	Inmate Meals	101-301-770.00	2,176.35	2,176.35
STDINV05144	Inmate Meals	101-301-770.00	2,182.93	2,182.93
TOTAL VENDOR CBM MANAGED SERVICES				4,359.28
VENDOR NAME: CITY OF MENOMINEE				
September 2016	Monthly Rent	266-326-942.00	351.67	351.67
4352	Gasoline Sales (Work Van & Road)	206-301-742.00	139.30	1,444.94
		205-315-742.00	1,305.64	
4349	Gasoline Sales	101-265-742.00	7.72	248.93
		101-265-742.00	160.16	
		101-257-742.00	81.05	
TOTAL VENDOR CITY OF MENOMINEE				2,045.54
VENDOR NAME: CITY OF STEPHENSON				
709	Annex - Water/Electric/Sewer	101-261-920.01	19.10	332.23
		101-261-920.02	32.55	
		101-261-920.03	280.58	
TOTAL VENDOR CITY OF STEPHENSON				332.23
VENDOR NAME: CLOVERLAND PAPER CO				
112468	Inmate Supplies	101-301-770.00	175.44	175.44
112248	Library Supplies	101-265-755.01	291.79	291.79
TOTAL VENDOR CLOVERLAND PAPER CO				467.23

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INVOICE NUMBER	CHIEF FISCAL OFFICER DESCRIPTION COUNTY MICHIGAN	DISTRIBUTIONS AMOUNTS		AMOUNT
VENDOR NAME: COOPER OFFICE EQUIPMENT				
137283	Contract # 2146-01	101-172-931.01	235.20	235.20
136734	Contract #2721-01 (PA)	101-267-801.00	296.92	296.92
137378	Contract # 2418-01	101-261-942.00	1,539.46	1,539.46
TOTAL VENDOR COOPER OFFICE EQUIPMENT				2,071.58
VENDOR NAME: DEKETO, LLC				
DK 8-16	August 2016 Documents (x388)	256-277-857.00	776.00	776.00
TOTAL VENDOR DEKETO, LLC				776.00
VENDOR NAME: DICK MYERS CUSTOM WELDING				
022255	Grill Guard for 2017 Ford Explorer	101-301-881.01	555.00	555.00
TOTAL VENDOR DICK MYERS CUSTOM WELDING				555.00
VENDOR NAME: DUPONT, SHERRY				
Reimbursement	Meals - Child Care Fund Training	101-172-860.00	12.97	12.97
TOTAL VENDOR DUPONT, SHERRY				12.97
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC				
1406	Window Replacement	101-101-901.00	10.03	10.03
TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC				10.03
VENDOR NAME: EICHHORN, GARY				
8/30/16	DHS Board - Per Diem & Mileage	101-601-837.00	50.00	96.44
		101-601-837.00	46.44	
TOTAL VENDOR EICHHORN, GARY				96.44
VENDOR NAME: FERGUSON, ANTHONY				
6175	Holdover/Transport of Juvenile	101-132-801.01	30.00	102.00
		101-132-801.00	72.00	
TOTAL VENDOR FERGUSON, ANTHONY				102.00
VENDOR NAME: FIORUCCI, TONY & TEENA				
July 2016	Foster Care (B.F.)	292-662-843.02	534.44	534.44
July 2016	Foster Care (J.F.)	292-662-843.02	534.44	534.44
TOTAL VENDOR FIORUCCI, TONY & TEENA				1,068.88
VENDOR NAME: FRIENDS OFC PROD WHSE DIRECT				
1534	Office Supplies (VA)	101-682-727.00	45.98	45.98
TOTAL VENDOR FRIENDS OFC PROD WHSE DIRECT				45.98
VENDOR NAME: GOOD SOURCE				
S10393356	Inmate Supplies	101-301-770.00	1,533.39	1,533.39
TOTAL VENDOR GOOD SOURCE				1,533.39
VENDOR NAME: GREAT LAKES FOODS				
483266	Brats for Marine Donation Fund Raiser	101-331-755.01	530.86	530.86
483396	Brats for Marine Donation Fund Raiser	101-331-755.01	83.82	83.82
TOTAL VENDOR GREAT LAKES FOODS				614.68
VENDOR NAME: GULLICKSEN, LINDA				
Reimbursement	Water & Coffee	101-132-727.00	4.91	4.91
TOTAL VENDOR GULLICKSEN, LINDA				4.91
VENDOR NAME: HAFEMAN, JAN				
Reimbursement	August 2016 Mileage	101-101-860.10	153.36	153.36
TOTAL VENDOR HAFEMAN, JAN				153.36
VENDOR NAME: HANSON, JUDI				
Reimbursement	Uniform Allowance	205-315-745.00	258.58	258.58
TOTAL VENDOR HANSON, JUDI				258.58
VENDOR NAME: HELFERT BRIAN				

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CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
EXP CHECK RUN DATES 09/08/2016 - 09/08/2016
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CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: HELFERT BRIAN				
Reimbursement	UP - EMS Conference Registration	205-315-881.03	310.00	310.00
TOTAL VENDOR HELFERT BRIAN				310.00
VENDOR NAME: HI TEC BUILDING SERVICES				
012486	Cleaning Services	101-103-801.00	1,400.00	1,400.00
TOTAL VENDOR HI TEC BUILDING SERVICES				1,400.00
VENDOR NAME: HUBBARD, VONNIE				
6182	Holdover/Transport of Juvenile	101-132-801.01	52.50	178.50
		101-132-801.00	126.00	
Reimbursement	Mileage	101-132-801.00	233.49	233.49
6177	Holdover/Transport of Juvenile	101-132-801.01	28.75	97.75
		101-132-801.00	69.00	
Reimbursement	Mileage	101-132-801.00	120.42	120.42
TOTAL VENDOR HUBBARD, VONNIE				630.16
VENDOR NAME: IHANDER, AARON				
Reimbursement	Uniform Allowance	205-315-745.00	11.65	11.65
TOTAL VENDOR IHANDER, AARON				11.65
VENDOR NAME: J S ELECTRONICS, INC.				
19419	Listen Only Earpiece	101-301-934.01	55.00	55.00
19423	Repair Portable Radio	101-301-934.01	430.47	430.47
19426	Reprogram Portable Radios	101-301-934.01	201.60	201.60
19432	Tower Lease	266-326-942.00	425.00	425.00
TOTAL VENDOR J S ELECTRONICS, INC.				1,112.07
VENDOR NAME: JACK'S FRESH MARKET				
45000500187	Inmate Supplies	101-301-770.00	183.61	183.61
TOTAL VENDOR JACK'S FRESH MARKET				183.61
VENDOR NAME: JOEL HENSLEY, RN				
Nursing Services	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR JOEL HENSLEY, RN				1,365.00
VENDOR NAME: K MART 7031				
703108261602666040	Computer Mouse (Road Patrol)	205-315-727.00	9.99	9.99
TOTAL VENDOR K MART 7031				9.99
VENDOR NAME: KOEHNE				
24859	2008 Chevy Impala - Vehilce Maintenance	101-265-981.00	21.50	21.50
TOTAL VENDOR KOEHNE				21.50
VENDOR NAME: KOSEWSKI, JEAN				
Reimbursement	Mileage	101-301-742.00	216.00	216.00
TOTAL VENDOR KOSEWSKI, JEAN				216.00
VENDOR NAME: LANG, BERNARD				
Reimbursement	August 2016 Mileage	101-101-860.02	168.48	168.48
TOTAL VENDOR LANG, BERNARD				168.48
VENDOR NAME: LEE'S GREENERY				
307363	Flats of Allysum (x3)	101-265-930.02	54.00	54.00
TOTAL VENDOR LEE'S GREENERY				54.00
VENDOR NAME: LENCA SURVEYING				
16158	Remon Yr 2016 (8/19 - 9/5/16)	243-246-801.07	4,187.86	4,187.86
TOTAL VENDOR LENCA SURVEYING				4,187.86
VENDOR NAME: LEXISNEXIS				
3090665849	August-2016	269-145-801.00	360.00	360.00
TOTAL VENDOR LEXISNEXIS				360.00

APPROVED

1342

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: LITHOCRAFTERS PRINTING, INC.				
89743	Window Envelopes (Family Court) x2500	101-132-727.00	187.00	187.00
TOTAL VENDOR LITHOCRAFTERS PRINTING, INC.				187.00
VENDOR NAME: LUFTS ADVERTISER				
8/28/16	Advertising	101-101-901.00	26.00	26.00
TOTAL VENDOR LUFTS ADVERTISER				26.00
VENDOR NAME: MENARDS - MARINETTE				
17300	Buildings & Ground Supplies	101-265-755.00	18.28	18.28
17459	Vestibule Project Supplies	101-103-998.04	37.58	37.58
17460	Building & Ground Supplies	101-265-755.00	65.86	65.86
17609	Remon Supplies	243-246-765.00	59.80	59.80
17864	B&G Supplies	101-265-755.00	10.96	10.96
18015	Vestibule Project Supplies	101-103-998.04	34.99	34.99
18014	Building & Ground Supplies	101-265-755.01	32.97	32.97
17725	Building & Ground Supplies	101-265-755.00	31.14	31.14
17643	Building & Ground Supplies	101-265-755.00	45.36	45.36
TOTAL VENDOR MENARDS - MARINETTE				336.94
VENDOR NAME: MENOMINEE COUNTY JOURNAL				
123	Sealed Bids/Window Replacement	101-101-901.00	20.25	20.25
TOTAL VENDOR MENOMINEE COUNTY JOURNAL				20.25
VENDOR NAME: MENOMINEE INDUSTRIAL SUPPLY				
10265904	Work Van Supplies	206-301-934.00	68.34	68.34
10266691	Work Van Supplies	206-301-934.00	14.17	14.17
10266844	Work Van Supplies	206-301-934.00	22.26	22.26
TOTAL VENDOR MENOMINEE INDUSTRIAL SUPPLY				104.77
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0120681-001	Office Supplies (Sheriff Dept)	101-301-727.00	14.38	14.38
0120835-001	Office Supplies (Clerk's Office)	101-215-727.00	176.49	176.49
0120584-001	Office Supplies (Family Court)	101-132-727.00	19.57	19.57
0120581-001	Office Supplies (Family Court)	101-132-727.00	87.41	87.41
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				297.85
VENDOR NAME: MOORE MEDICAL CORP				
99172282 I	Marine Supplies	101-331-755.01	145.06	145.06
TOTAL VENDOR MOORE MEDICAL CORP				145.06
VENDOR NAME: MOTOROLA				
13124644	Remote Speaker & Battery	205-315-934.01	164.75	164.75
TOTAL VENDOR MOTOROLA				164.75
VENDOR NAME: NASER, JEFF				
8/30/16	DHS Board - Per Diem & Mileage	101-601-837.00	50.00	50.00
		101-601-837.00	47.52	47.52
TOTAL VENDOR NASER, JEFF				97.52
VENDOR NAME: NIEMI, DANIEL R.				
6176	Holdover/Transport of Juvenile	101-132-801.01	37.50	37.50
		101-132-801.00	90.00	90.00
TOTAL VENDOR NIEMI, DANIEL R.				127.50
VENDOR NAME: NMU STUDENT SERVICE CENTER				
mecosh-10	Precision Driving Update (x7)	205-315-881.03	420.00	420.00
TOTAL VENDOR NMU STUDENT SERVICE CENTER				420.00
VENDOR NAME: OFFICE DEPOT, INC.				
858559819001	Office Supplies (ROD)	101-268-727.00	83.09	83.09
858559820001	Office Supplies (ROD)	101-268-727.00	40.11	40.11
85855982001	ROD Office Supplies	101-268-729.00	10.99	10.99
TOTAL VENDOR OFFICE DEPOT, INC.				134.19

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CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
EXP CHECK RUN DATES 09/08/2016 - 09/08/2016
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INVOICE NUMBER	CHIEF FISCAL OFFICER DESCRIPTION COUNTY MICHIGAN	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: PACK-N-SHIP CENTER				
531	Nova Security Repair Shipping	101-301-934.00	21.55	21.55
TOTAL VENDOR PACK-N-SHIP CENTER				21.55
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE				
150012	Remon Supplies	243-246-765.00	11.49	11.49
150008	Park Supplies	208-751-755.02	133.86	283.00
		208-751-755.01	142.16	
		208-751-742.00	6.98	
1500007	Building & Ground Supplies	101-265-755.00	5.97	5.97
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				300.46
VENDOR NAME: PHDM				
43563	Food Permit for Brats for Breakfast	101-331-755.01	25.00	25.00
TOTAL VENDOR PHDM				25.00
VENDOR NAME: PICHE, GERALD L.				
Reimbursement	August 2016 Mileage	101-101-860.07	45.90	45.90
TOTAL VENDOR PICHE, GERALD L.				45.90
VENDOR NAME: PLASTOCON, INC				
89111	Inmate Supplies	101-301-770.00	307.17	307.17
89141	Inmate Supplies	101-301-770.00	296.20	296.20
TOTAL VENDOR PLASTOCON, INC				603.37
VENDOR NAME: POUPORE COLLISION & TOWING				
RO# 670	Deductible - 2008 Chevy Tahoe	205-315-934.02	250.00	250.00
TOTAL VENDOR POUPORE COLLISION & TOWING				250.00
VENDOR NAME: QUILL CORPORATION				
8511566	Office Supplies (PA's Office)	101-267-727.00	223.01	223.01
TOTAL VENDOR QUILL CORPORATION				223.01
VENDOR NAME: REINHART FOODSERVICE				
858184	Inmate Supplies	101-301-770.00	2,786.94	2,786.94
TOTAL VENDOR REINHART FOODSERVICE				2,786.94
VENDOR NAME: S & O LOCK AND PHONE SERVICE				
44783	Transponder Key Car #2	101-265-981.00	25.00	25.00
TOTAL VENDOR S & O LOCK AND PHONE SERVICE				25.00
VENDOR NAME: SCHEI, LARRY				
Reimbursement	August 2016 Mileage	101-101-860.04	94.50	94.50
TOTAL VENDOR SCHEI, LARRY				94.50
VENDOR NAME: SEXTON, RICHARD				
Reimbursement	Mileage	101-426-860.00	96.12	96.12
TOTAL VENDOR SEXTON, RICHARD				96.12
VENDOR NAME: SHERWIN WILLIAMS COMPANY				
2438-6	Paint - B&G	101-265-755.00	27.45	27.45
5055-1	Paint - B&G	101-265-755.00	34.04	34.04
TOTAL VENDOR SHERWIN WILLIAMS COMPANY				61.49
VENDOR NAME: SIGNATURE FORD				
BR872	2016 Ford F150 SuperCab 4x4 Pickup	101-103-970.17	24,853.00	24,853.00
8607R	2017 Ford Police Interceptor (x2)	101-103-970.17	51,986.00	51,986.00
8586R	2017 Ford Interceptor Utility AWD	205-315-934.03	26,620.00	26,620.00
TOTAL VENDOR SIGNATURE FORD				103,459.00
VENDOR NAME: ST. VINCENT, ADRIENNE				
Reimbursement	Camping Refund	208-751-964.00	25.00	25.00
TOTAL VENDOR ST. VINCENT, ADRIENNE				25.00
VENDOR NAME: STATE OF MICHIGAN POB 30266				

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CUSTOM INVOICE REPORT FOR MENOMINEE COUNTY
EXP CHECK RUN DATES 09/08/2016 - 09/08/2016
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INVOICE NUMBER	CHIEF FISCAL OFFICER DESCRIPTION COUNTY MICHIGAN	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: STATE OF MICHIGAN POB 30266				
551-472100	3 Way Line (7/1 - 9/30/16)	101-301-976.00	1,765.00	1,765.00
TOTAL VENDOR STATE OF MICHIGAN POB 30266				1,765.00
VENDOR NAME: STERICYCLE, INC.				
4006537942	Inmate Medical Supplies	101-301-770.01	33.37	33.37
TOTAL VENDOR STERICYCLE, INC.				33.37
VENDOR NAME: THE PRINT SHOP				
7031446	Envelopes & Letterhead (PA)	101-267-727.00	131.25	131.25
TOTAL VENDOR THE PRINT SHOP				131.25
VENDOR NAME: THOUNE, GARY				
6181	Holdover/Transportation of Juvenile	101-132-801.01	52.50	178.50
		101-132-801.00	126.00	
TOTAL VENDOR THOUNE, GARY				178.50
VENDOR NAME: TIME WARNER CABLE				
10404-710008401-1001	September 2 - October 1, 2016	101-103-850.00	531.70	531.70
10404-621199203-9001	Airport (9/2 - 10/1)	216-585-850.00	343.00	343.00
10404 620475202 8001	9/6 to 10/5/16	101-301-770.00	134.28	134.28
TOTAL VENDOR TIME WARNER CABLE				1,008.98
VENDOR NAME: U.E.S. COMPUTERS, INC.				
75038	Hard Drive (Road Patrol)	101-103-857.03	119.00	119.00
TOTAL VENDOR U.E.S. COMPUTERS, INC.				119.00
VENDOR NAME: UNIFORM SHOPPE				
258618	Point Blank Vest (Tharp)	101-301-745.00	690.00	690.00
TOTAL VENDOR UNIFORM SHOPPE				690.00
VENDOR NAME: UP 9-1-1 AUTHORITY				
137	CAD	266-326-728.01	25,155.00	30,911.31
		266-325-727.01	585.00	
		266-325-728.00	330.31	
		266-325-728.01	3,000.00	
		266-325-934.00	1,841.00	
TOTAL VENDOR UP 9-1-1 AUTHORITY				30,911.31
VENDOR NAME: UWC				
9068634441	Telephone Services (Sheriff Dept)	101-103-850.00	35.62	35.62
9067534582	Telephone Services (Shakey)	101-103-850.00	16.24	16.24
9068632023	Telephone Services	101-103-850.00	27.21	27.21
9067532209	Annex - Telephone Services	101-103-850.00	12.11	12.11
TOTAL VENDOR UWC				91.18
VENDOR NAME: VALENTI, SUSAN F.				
Reimbursement	August 2016 - Meals & Mileage	101-131-860.00	362.00	362.00
TOTAL VENDOR VALENTI, SUSAN F.				362.00
VENDOR NAME: VERAGHEN, SHEILA				
8/30/16	DHS Board - Per Diem & Mileage	101-601-837.00	50.00	93.20
		101-601-837.00	43.20	
TOTAL VENDOR VERAGHEN, SHEILA				93.20
VENDOR NAME: WALTER BROTHERS INC				
20106	Airport Supplies	216-585-742.00	3.99	8.98
		216-585-755.02	4.99	
13216	Sheriff Department Supplies	101-331-755.00	20.92	20.92

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: WALTER BROTHERS INC				
TOTAL VENDOR WALTER BROTHERS INC				29.90
VENDOR NAME: WASTE MANAGEMENT				
1544014-1856-6	Airport Garbage Removal	216-585-920.03	102.50	102.50
1544009-1856-6	September 2016	101-265-801.00	505.83	505.83
TOTAL VENDOR WASTE MANAGEMENT				608.33
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402047856-00006	Stoney Point	208-751-920.01	39.14	39.14
0402055840-00001	Jail	101-265-920.00	4,521.70	4,521.70
1673535802-00000	Parks Electrical	208-751-920.01	42.98	148.48
		208-751-920.01	34.38	
		208-751-920.01	56.10	
		208-751-920.01	15.02	
0403823200-00005	Airport - Gate Center	216-585-920.03	28.44	28.44
0402047856-00004	Courthouse	101-265-920.04	415.68	415.68
0402191663-00001	Health Care Center	101-265-920.03	327.84	338.77
		101-265-920.04	10.93	
1673535424-00000	Airport	216-585-920.03	324.67	400.33
		216-585-920.00	13.46	
		216-585-920.00	9.87	
		216-585-920.03	42.46	
		216-585-920.00	9.87	
0403823200-00006	Airport - Hanger Gate Center	216-585-920.03	29.03	29.03
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				5,921.57
VENDOR NAME: XEROX CORPORATION				
085968767	Probation/Parole	101-131-942.00	100.51	100.51
085968765	Sheriff Dept	101-301-727.00	43.87	43.87
085968766	Sheriff Dept	101-301-727.00	370.66	370.66
TOTAL VENDOR XEROX CORPORATION				515.04
VENDOR NAME: ZERATSKY EXTREME HEATING &				
9990	Air Conditioner Maintenance (Health Dept)	101-265-934.00	165.00	165.00
TOTAL VENDOR ZERATSKY EXTREME HEATING &				165.00
				256,875.84

APPROVED

SEP 08 2016

BRS

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission reports
DEPARTMENT:	Administration
ATTACHMENTS:	yes
SUMMARY:	
Miscellaneous Boards/Committees/Commission Reports, Discussion	
RECOMMENDED MOTION	

Submitted by: **Brian Bousley**

 09/09/2016
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

MENOMINEE COUNTY LIBRARY BOARD

Minutes July 19, 2016

Approved: 8/16/16

C. Peterson called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Tuesday July 19, 2016.

Present: M. Fagan, J. Freis, K. McNeely, C. Peterson, N. Tuinstra and Commissioner L. Schei.

Public present: Pat Cheski

J. Freis moved to approve the agenda, support by K. McNeely. McNeely wanted to add a discussion about additional bills. Motion to approve the amended agenda carried.

P. Cheski spoke about the meeting of the Superiorland Library Cooperative (SLC) and her suggestion to re-activate the "Librarian's Advisory Committee". SLC approved her suggestion and Pam Christensen is working to have 2 meetings of this advisory committee before finalizing the SLC budget for next year. Pat shared information that the State Librarian is working on ways to help minimize the price increase of RIDES for the Upper Peninsula. Pat also provided copies of 2 bills from SLC that needed to be paid.

K. McNeely moved to approve the minutes from the June 21, 2016 meeting, support by J. Freis. Motion carried.

K. McNeely moved to approve the corrected May Financial Reports, support by M. Fagan. Motion carried.

K. McNeely moved to approve the July bills with the 2 SCL additions and corrected account numbers, support by J. Freis. Motion carried.

Director's Report

- A. **Library** After more detailed discussion with Bill Hansen about deep cleaning the Library. The library will close on Aug 22 for the morning hours so the jail crew can come and clean the ceilings and dust the shelves. A periodical survey will be done in August prior to finalizing the subscription list. I have also adjusted the large print the Standing orders to reflect patron requests.
- B. **Patrons:** Ihander Owl collection is in the display case. No further issues with the Wasp situation.
- C. **Bookmobile:** It was sent out for touch up on the rust and replacement of a couple of rusted rivets.
- D. **Technology:** Jean Montgomery installed the firewall and came down with 2 new laptops that the Friends purchased for bookmobile automation. Jean is training staff and troubleshooting the issues.
- E. **Programing:** Summer Reading Club program had its final program last week with Michigan Science Guys. Ice cream cones were donated to all attendees. We are going to run several "self" guided activities for kids over the rest of the summer and will continue to "award" summer reading lists. The bookmobile is ready for the Menominee County Fair; we have activities as well as tours planned. Several Friends have volunteered to help out at the Fair.
- F. **Friends:** The Annual Book sale is scheduled for July 29 and 30. Friends are also selling raffle tickets for the drawing during the fall festival. Prizes include: a quilt, flat screen TV, chair and other great prizes.
- G. **Volunteers:** 34 hours.
- H. **Financial:** I will request to move the latest bequest into restricted funds that will be used to pay for RIDES and the new firewall.

- I. **Additional Issues:** A new sign has been donated, and the American Flag replaced.

New Business

The Board would like copies of volunteer applications and example bylaws for volunteers especially from Peter White to be included in the next board packet.

Discussion: Penal Fines and how they fund libraries in general.

Public Participation: P. Cheski provided details on how the Penal Fines are distributed in Menominee County

As there was no further business, J. Freis moved to adjourn the meeting with support by M. Fagan. Motion carried. Meeting adjourned at 11:45.

Submitted by:

Amanda Winnicki, Library Director

Menominee County
Department of Health and Human Services Board
2612 10th Street
Menominee, MI 49858

BOARD MEMBERS

**JEFF NASER, CHAIR
GARY EICHHORN
SHEILA VERAGHEN**

DIRECTOR

RUSSELL K. SEXTON

Date: July 26, 2016

The regular meeting of the Menominee County Department of Health and Human Services Board was called to order by Jeff Naser, Board Chair, at 9:00 a.m. Central Time. The meeting was held at the Menominee County Department of Human Services Board Room.

Present: Gary Eichhorn, Board Member; Sheila Veraghen, Board Member; Jeff Naser, Board Chair and Russell Sexton, Board Secretary.

Others Present: Bernie Lang, Menominee County Board of Commissioners.

APPROVAL OF AGENDA:

A motion to approve the agenda was made by Mr. Eichhorn and supported by Ms. Veraghen. Motion passed without opposition.

APPROVAL OF MINUTES:

Minutes of the June 28, 2016 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Ms. Veraghen. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for June 2016 was reviewed. There were \$287.16 in expenditures for the DHHS Board meeting; leaving a balance of \$1,467.50.

There were no expenditures from the Child Care Fund leaving a balance of \$3,500.00.

A motion to approve the financial report was made by Ms. Veraghen and supported by Mr. Eichhorn. Motion passed without opposition.

DIRECTOR'S REPORT:

Mr. Sexton provided an update on the current staffing situation in Menominee County: There are 2 full time management staff including 1 children's services supervisor and 1 assistance payments supervisor. There is also 1 tri-county director and 1 general program supervisor. There is also a tri-county community resource coordinator. There are 3 administrative support staff consisting of 2 general office assistants and 1 departmental technician. There are 3 children's protective services specialists (one position is currently

vacant). There are 2 foster care and/or foster home licensing specialists. There are 6 assistance payments specialists, 1 Indian outreach worker and 1 adult services specialist.

Statewide Director's Meeting Information: No new information provided.

Collaborative Issues: No new information was provided.

Business Plan Update: Mr. Sexton provided the board with an update on current performance data including:

FY 2016 Operating Funds: Menominee County allocation is: \$25,776.00. Year-to-date expenditures are: \$15,840.14, which constitutes 61.5% of the allocation expended with 75% of the year elapsed.

FY 2016 Travel Funds: Menominee County allocation is: \$35,351.00. Year-to-date expenditures are: \$15,389.02, which constitutes 51.7% of the allocation expended with 75% of the year elapsed.

Assistance Payments:

Assistance Payments Standard of Promptness: 95.52%, which puts us 67th in the State out of 83 counties. Business Service Center 1 average is 96.47% and State average is 97.02%.

Family Independence Program Work Participation Rate: 33%. Year to date average is 56%.

Miscellaneous: Mr. Sexton reviewed with the board customer information as follows:

February 2016 data:

Total cases, recipients and payments for FIP, FAP, SDA, CDC and SER benefits:

- Family Independence Program: 19 cases; 40 recipients; \$5,822.00 in benefits.
- Food Assistance Program: 1,403 cases; 2,649 recipients; \$289,598.00 in benefits.
- State Disability Assistance: 15 cases; 15 recipients; \$3,118.00 in benefits.
- Child Development and Care: 37 cases; 48 recipients; \$9,816.00 in benefits.
- State Emergency Relief: 19 cases; \$15,677.00 in benefits.
- Unduplicated total: 1,423 cases; 2,672 recipients; \$324,031.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 646 cases; 1,372 recipients
- Other Children < Age 21: 116 cases; 125 recipients
- Pregnant Women & Children Under 19: 502 cases; 876 recipients
- MiChild: 76 cases; 137 Recipients
- Non-SSI Aged, Blind & Disabled: 639 cases; 673 recipients
- SSI Aged, Blind & Disabled: 499 cases; 499 recipients
- Medicaid Eligible Total: 2,229 cases; 3,679 recipients

Total Healthy Michigan Enrollments: 1200+

This information is available on the www.michigan.gov/dhs website in the "Green Book".

Child Welfare:

CPS Commencement	100%
CPS Investigations	100%
CPS Service Plan Completion	100%
CPS Service Plan Approvals	100%
CFC Service Plan Completion	100%
CFC Service Plan Approvals	100%
Medicals	100%
Dentals	N/A%
Worker/Child Contacts	83%
Worker/Parent Contacts	30%
Worker/Supervisor Contacts	00%

The FY 2016 Foster Home Licensing Goal for the Delta, Dickinson and Menominee Triad is 9 homes and we have 6 licensed. We should be able to meet this goal by the end of September.

Board Member Input/Suggestions: None

A motion to accept the Director's Report was made by Mr. Eichhorn and supported by Ms. Veraghen. Motion passed without opposition.

UNIT REPORT: None.

BOARD BUSINESS:

1. Approval of Vouchers:

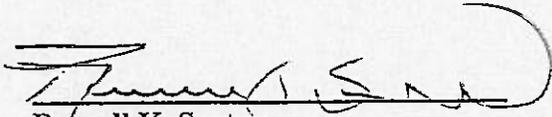
Vouchers for June 2016 were reviewed and a motion to approve all vouchers was made by Mr. Eichhorn and supported by Ms. Veraghen. Motion passed without opposition.

NEW BUSINESS: There were no contracts to review and no other new business was presented.

PUBLIC COMMENT: None.

NEXT MEETING: August 30, 2016 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mr. Eichhorn and supported by Ms. Veraghen. Meeting adjourned at 0912 a.m.



Russell K. Sexton
Board Secretary



Jeff Naser
Board Chairperson

Pc: DHS Board Members;
Menominee County BOC



MINUTES OF THE MEETING OF THE
PINECREST BOARD OF TRUSTEES

Date: Thursday, July 28, 2016	Place: Board Room
Presiding: Elaine Boyne, Chairperson	Time: 2:00 p.m. Central Time
Recording: Lois Ball, Executive Secretary	

Call to Order: Chairperson Boyne called the meeting to order at 2:00 p.m. Central time.

Roll Call:

Trustees present: Elaine Boyne, Barbara Oliver, Catherine Driscoll, John Degenauer, Jr., Jeff Naser, Gary Eichhorn, Jan Hafeman, Mary Harrington. Darlene Smith, Administrator

Also present:

Leadership Team Members present: Susan Williamson, Director of Nursing and Candace Meintz, CFO.

Guests: Terry Grondine

TOPIC	DISCUSSION	OUTCOME
Approval of the July 2016 Agenda	Chairperson Boyne requested that "Report from Finance Committee" be added as 7.b. Trustee Naser requested that "Award and delivery of Award to former Board Member" be added as 7.c.	A motion was made by Trustee Eichhorn, supported by Trustee Nasser to approve the Agenda as amended. Motion carried.
Board action on Minutes of the June 2016 Meeting	The minutes of the June Meeting had been sent to Board Members prior to this meeting for their review.	A motion was made by Trustee Hafeman, supported by Trustee Driscoll, to approve

	the minutes as presented. Motion carried.
<p>Board action on the June Manifest of Invoices</p>	<p>The Manifest of Invoices had been sent to the Board Members for review prior to this meeting. Trustee Naser requested details on 2 checks that had been issued in June. CFO Meintz provided details.</p>
<p>Board Action on Financial Statements for June 2016</p>	<p>CFO Meintz reviewed the Financial Statement with those present.</p>
<p>Board Committee Reports</p> <p>a. Whispering Pines Committee</p>	<p>Trustee Driscoll reported that the Whispering Pines Committee had met. All homes are doing well. The Committee reviewed minor changes to the Safety Procedure, the reviewed the annual Safety Report, a Cultural and Diversity Report and had HIPPA Training. The annual Picnic will be held Friday, August 5th from 12-3 at the Bark River Senior Center Park. All Board Members are welcome.</p>
<p>b. Report of Finance Committee</p>	<p>Trustee Eichhorn reported that the Finance Committee had met prior to this meeting. They discussed wages for the RN Group. Administrator Smith reviewed what other facilities are paying and discussed what a shortage of RNs in the</p>

A motion was made by Trustee Hafeman, supported by Trustee Oliver, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.

A motion was made by Trustee Driscoll, supported by Trustee Hafeman, to approve the Financial Statements as presented.

A motion was made by Trustee Eichhorn, supported by Trustee Oliver, to approve the report as presented. Motion carried.

A motion was made by Trustee Eichhorn, supported by Trustee Degenauer, to approve the change of wage banns for the RN Group. Motion carried.

<p>c. Award and Delivery of Award to former Board Member</p>	<p>building affects. Such things as our 5 Star rating, Trustee Eichhorn stated that he doesn't like things dropped on the Board Members, and, while supporting it, he thought the Board might want to wait until next month to vote on this issue to have time to think it through. Discussion continued with all present involved, and in the end the Board decided that it was necessary to act on this issue during this meeting.</p> <p>A plaque of appreciation for Gerald Smith honoring his many years of service to this facility was displayed at the meeting. It was decided that Administrator Smith would deliver the plaque to Mr. Smith.</p>	
<p>Board Action Items</p> <p>a. Request for Write Offs Unfinished and New Business</p> <p>a. Report of Quality Assurance and Resident Council committees</p>	<p>There are no Write Offs this month.</p> <p>Susan Williamson reported that each of the homes had met for Resident Council. Residents all discussed the upcoming fair and other outings. We have started some weekend shopping trips for residents so they can meet up with the family members who work during the week. This was enjoyed very much and will continue. She also noted that the residents have been enjoying bonfires again this summer. They enjoy hot dogs</p>	<p>A motion was made by Trustee Eichhorn, supported by Trustee Oliver, to approve the Resident Council and Quality Assurance Committees Reports as presented. Motion carried.</p>

	<p>and s'mores. She explained that Davey V comes in to ensure safety with the bonfire. Trustee Harrington asked that Susan tell Davey how much the Board appreciates his extra work.</p> <p>She also reported on the July QA Meeting, noting that the monthly reporting regarding survey citations ended this month with all being resolved.</p>	
<p>Report of Safety Committee</p>	<p>Lois Ball reported on the July Safety Committee Meeting. She stated that we had a Code White alarm when a door alarm went off unexpectedly. Staff response was very good and all residents were accounted for within 5 minutes. (There was no elopement, just a hiccup with a door alarm, which was immediately taken care of)</p> <p>She stated that because of our location within the town and having roads on each side of the building we often have people wandering around our buildings. With safety concern for our 3-11 and 11-7 staff we have told them to call 9-1-1 if they see unusual activity in the parking lots or areas around our buildings. We had a power surge due to a lightning strike at the end of last month.</p> <p>All incidents and accidents for residents and staff were reviewed. Lois reported to</p>	<p>A motion was made by Trustee Eichhorn, supported by Trustee Hafeman, to approve the Safety Committee Report as presented. Motion carried.</p>

	<p>the Board that as stated in June, there was 1 employee incident and in July there have been 3. As far as resident incidents she reported that again this month we continue to see a decline in the number of falls as well as all other incidents. She told the Board that we continually work to get rid of restraints and the number of falls continue to go down. She cited the good work of all of our staff as a main reason for these good numbers each month. Administrator Smith reported that as a treat for the good work of our staff we gave out ice cream bars this week.</p>	
<p>Comments from the Public Adjournment</p>	<p>There were no comments at this time. The meeting adjourned at 2:46 p.m. The next meeting of the Pinecrest Board of Trustees is scheduled for Thursday, August 25, 2016.</p>	<p>A motion was made by Trustee Eichhorn, supported by Trustee Oliver, to adjourn the meeting. Motion carried.</p>

Gary Eichhorn, Secretary



Darlene Smith, Acting Secretary

Darlene Smith 8/25/16